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NEGOTIATED AGREEMENT

SOUTH COUNTRY CENTRAL SCHOOL DISTRICT

BOARD OF EDUCATION

AND

BELLPORT TEACHERS ASSOCIATION

JULY 1, 2008

THROUGH

JUNE 30, 2015

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ARTICLE I

RECOGNITION

- A. The Board has heretofore recognized the Bellport Teachers Association as the exclusive representative of the teachers' negotiating unit of the employees of the school district for the purpose of negotiation with respect to the terms and conditions of employment.
- B. The term "teachers' negotiating unit" as used in this agreement includes the following persons and no others: classroom teachers who are certified and under contract to teach at least one regular period per day, librarians, nurse-teachers, guidance counselors, attendance teachers, reading teachers, paraprofessionals, social workers, school psychologists, department chairmen, clinic teachers, and intern teachers who teach at least one period per day, special teachers, regular substitute teachers, including any of the above who may be on approved leave of absence or sabbaticals. The term "certified classroom teachers" does not include temporary substitute teachers or others working on per diem basis, and it does not include principals, assistant principals, coordinators, administrative assistants, or directors.
- C. The Association agrees to represent equally all personnel in this negotiating unit without regard to membership or participation in the activities of the Association, or any other employee organization, and to continue to admit teachers to membership without qualification other than payment of dues and employment in South Country Central School District of the Town of Brookhaven, Suffolk County, New York.
- D. The parties agree that the recognition given the Association shall entitle the Association to the right set forth in Paragraph 208 of the Public Employees' Fair Employment Act, including among other things, unchallenged representation status for the maximum period provided by law.

ARTICLE II

DUES DEDUCTION

- A. The District agrees to deduct from the salaries of its employees in this negotiating unit dues for the Bellport Teachers Association.
- B. The Association shall certify to the district in writing the current rate of its membership dues and shall notify the district of any change in the rate of the membership dues for which it is deducting, but such change shall not become effective until the beginning of the following school year. An Agency Fee will be deducted for all non-unit members as determined by the Bellport Teachers Association.
- C. Deductions referred to in Section A above shall be made in the following manner. The total of the deductions indicated in the PAYROLL DEDUCTION AUTHORIZATION shall be deducted in fifteen (15) substantially equal installments starting with the first paycheck on or after October 15.
- D. No later than October 1st of each year, the Association shall provide the district with a list and the original signed PAYROLL DEDUCTION AUTHORIZATION of those employees who have voluntarily authorized the district to deduct dues for the Association.
- E. The District shall, following each pay period in which a dues deduction is made, transmit the amount so deducted to the Association. The first and the final transmittal of dues shall be accompanied by a listing of the members for whom deductions have been made and the amount deducted for each.

ARTICLE III

NEGOTIATION PROCEDURES

- A. No later than January 10, 2015, the parties will enter into good-faith negotiations over a successor agreement covering the following school year. If such an agreement is not concluded by March 7, 2015, either party may request the Public Employment Relations Board to assist the parties to reach agreement according to the provisions of Section 209 of the Civil Service Law and amendments thereof.
- B. The terms and conditions of employment provided in this agreement shall be in effect unless altered by mutual agreement in writing between the parties. Because of the special nature of matters directly related to the public educational process, it is recognized that such matters may from time to time arise which may be of vital mutual concern to the parties. It is in the public interest that the opportunity for mutual discussion of such matters be provided. The parties accordingly agree to cooperate in arranging meetings, selecting representatives for discussion, furnishing necessary information, and otherwise constructively considering such matters.
- C. Neither party in any negotiation shall have any control over the selection of the representatives of the other party and each party may select its representatives from within or outside the school district. While no final agreement shall be executed without ratification by the Association and the Board, the parties mutually pledge that their representatives will be clothed with all necessary power and authority to make proposals, and reach compromises in the course of negotiations.

ARTICLE IV

DEFINITIONS AND GRIEVANCE PROCEDURE

SECTION I – DEFINITIONS

- 1.1 "Grievance" means any dispute between the parties hereto with respect to the meaning or interpretation of any provision of this agreement. The denial of tenure shall not constitute a grievance within the meaning of this contract and shall not be an arbitral matter.
- 1.2 "Supervisor" means any department chairperson, principal, assistant principal, immediate superior, or other administrative or supervisory officer responsible for the area in which an alleged grievance arises except for the chief executive officers.
- 1.3 "Superintendent of Schools" means the Chief Administrative Officer of the District and/or the designee of the Superintendent.
- 1.4 "Association" means the Bellport Teachers Association, its Executive Board and/or its designees.
- 1.5 "Aggrieved Party" means any person or group of persons in the negotiating unit filing a grievance.
- 1.6 "Party in Interest" means the Grievance Committee of the Association and any party named in the grievance who is not the aggrieved party.
- 1.7 "Grievance Committee" means the committee created and constituted by the Bellport Teachers Association.
- 1.8 "Hearing Officer" means any individual or board charged with the duty rendering decisions at any state on grievances here under.
- 1.9 "Board" means the Board of Education of the South Country Central School District.
- 1.10 "District" means the South Country Central School District.
- 1.11 "Teacher" means an individual who is in the bargaining unit.
- 1.12 "PERB" means the New York State Public Employment Relations Board.
- 1.13 "President" means the President of the Bellport Teachers Association.
- 1.14 "Contract Salary" means base salary as per salary schedule, plus longevities, plus tenure increment, plus Department Chair or Coordinator stipend.

SECTION II - DECLARATION OF PURPOSE

WHEREAS, the establishment and maintenance of a harmonious and cooperative relationship between the Board and its teachers is essential to the operation of the schools, it is the purpose of this procedure to secure, at the lowest possible administrative level, equitable solutions to alleged grievances of teachers through procedures under which they may present grievances free from coercion, interference, restraint, discrimination or reprisal, and by which the Board of Education (hereinafter sometimes referred to as the Board) and its teachers are afforded adequate opportunity to dispose of their differences without the necessity of time consuming and costly proceeding before administrative agencies and/or in the courts.

SECTION III – PROCEDURES

- 3.1 All grievances shall include the name and the position of the aggrieved party, the identity of the provision of law, this agreement, policies, etc., involved in the said grievance, the time when and the place where the alleged events or conditions constituting the grievance existed, the identity of the party responsible for the causing of the said events or conditions, if known, to the aggrieved party, and a general statement of the nature of the grievance and the redress sought by the aggrieved party.
- 3.2 Except for informal decisions at Stage 1-A, all decisions shall be rendered in writing at each step of the grievance procedures, setting forth findings of fact, conclusions and supporting reasons. Therefore, each decision shall be promptly transmitted to the aggrieved party and the Association.
- 3.3 If a grievance affects a group of teachers and appears to be associated with system-wide policies, it may be submitted by the Association directly at Stage 2.
- 3.4 The preparation and processing of grievances, insofar as practicable, shall be conducted during the hours of employment. All reasonable effort will be made to avoid interruption of classroom activity and to avoid involvement of students in any phase of the grievance procedure.
- 3.5 The Board of Education and the Association agree to facilitate any investigation which may be required and to make available any and all materials, relevant documents, communication and records concerning the alleged grievance.
- 3.6 Except as otherwise provided in Section 5.1 A and 5.1 B, an aggrieved party and any party in interest shall have the right at all stages of a grievance to confront and cross examine all witnesses called against him, to testify and to call witnesses on his own behalf, and to be furnished with a copy of any minutes of the proceeding made at each and every stage of this grievance procedure.
- 3.7 No interference, coercion, restraint, discrimination, or reprisal of any kind will be taken by the Board or by any member of the administration, any member of the grievance committee or any other participant in the grievance procedure or any other person by reason of such grievance or participation therein.
- 3.8 Forms for filing grievances, serving notices, taking appeals, making reports and

recommendations, and other necessary documents will be jointly developed by the Board and Association. The Chief Executive Officer shall then have them printed and distributed so as to facilitate operation of the grievance procedure.

- 3.9 All documents, communications, and records dealing with the processing of a grievance shall be filed separately from the personnel files of the participants.
- 3.10 Nothing contained herein will be construed as limiting the right of any teacher having a grievance to discuss the matter informally with an appropriate member of the administration and having the grievance informally adjusted without the intervention of the Association, provided the adjustment is not inconsistent with the terms of this agreement and the Association has been given an opportunity to be present at such adjustment and to state its views on the grievance. In the event that any grievance is adjusted without formal determination, pursuant to this procedure, while such adjustment shall be binding upon the aggrieved party and shall, in all respects, be final, said adjustments shall not create a precedent or ruling binding upon either of the parties to this agreement in future proceedings.
- 3.11 If any provision of this grievance procedure or any application thereof to any teacher or group of teachers in this negotiating unit shall be finally determined by any court to be contrary to law, then such provision or application shall not be deemed valid and subsisting except to the extent permitted by law, but all other provisions or applications will continue in full force and effect.
- 3.12 The Chief Executive Officer shall be responsible for accumulating and maintaining an Official Grievance Record which shall consist of the written grievance, all exhibits, communications, minutes and/or notes of testimony, as the case may be, written arguments and briefs considered at all levels other than Stage 1-A and all written decisions at all stages. Official minutes will be kept at the Board expense of all proceedings in Stage 2. A copy of such minutes will be made available to the aggrieved party and the Grievance Committee within two (2) days after the conclusion of hearings at Stage 2 and they shall advise the appropriate hearing officer of any errors in said minutes. Any such claim of the hearing officer shall indicate the determination made respecting such claimed error. The Official Grievance Record shall be available for inspection and/or copying by the Aggrieved Party, the Grievance Committee and the Board, but shall not be deemed a public record.
- 3.13 The existence of the procedure hereby established shall not be deemed to require any teacher to pursue the remedies here provided and shall not, in any manner, impair or limit the right of any teacher to pursue any other remedies available in any form.

SECTION IV - TIME LIMITS

- 4.1 Since it is important to good relationships that grievances be processed as rapidly as possible, every effort will be made by the parties to expedite the process. The time limits specified for either party may be extended only by mutual agreement.
- 4.2 No written grievance will be entertained as described below and such grievance shall be deemed waived unless written grievance is forwarded at the first available stage within forty-five (45) school days after the teacher knew or should have known of the act or condition on which the grievance is based.

- 4.3 If a decision at one stage is not appealed to the next stage of the procedure within the time limit specified, the grievance will be deemed to be discontinued and further appeal under this agreement shall be barred.
- 4.4 Failure at any stage of the grievance procedure to communicate a decision to the aggrieved party, his representative and the Association within the specified time limit shall permit the lodging of an appeal at the next stage of the procedure within the time which would have been allotted had the decision been communicated by the final day.
- 4.5 In the event a grievance is filed on or after June 1, upon request by or on behalf of the aggrieved party, the time limits set forth herein will be reduced pro-rata so that the grievance procedure may be exhausted prior to the end of the school term or as soon thereafter as is possible.

SECTION V – STAGES

5.1 STAGE 1: SUPERVISOR

- a. A teacher having a grievance will discuss it with his supervisor either directly or through a representative, with the objective of resolving the matter informally. The supervisor will confer with all parties in interest but, in arriving at his decision, will not consider any material or statements offered or on behalf of any such party in interest with whom consultation has been had without the aggrieved party or his representative present. If the teacher submits the grievance through a representative, the teacher may be present during the discussion of the grievance.
- b. If the grievance is not resolved informally, it shall be reduced to writing and presented to the supervisor. Within ten (10) school days after the written grievance is presented to him, the supervisor shall, without any further consultation with the aggrieved party or any party in interest, render a decision thereon, in writing, and present it to the teacher, his representative and the Association.

5.2 STAGE 2: CHIEF EXECUTIVE OFFICER

- a. If the teacher initiating the grievance is not satisfied with the written decision at the conclusion of Stage 1 and wishes to proceed further under this grievance procedure, the teacher shall, within seven (7) school days, present the grievance to the Association's Grievance Committee for its consideration.
- b. If the Grievance Committee determines that the teacher has a meritorious grievance, then it will file a written appeal of the decision at Stage 1 with the Chief Executive Officer within twenty-one (21) school days after the teacher has received such written decision. Copies of the written decision at Stage 1 shall be submitted with the appeal.
- c. Within ten (10) school days after the receipt of the appeal, the Chief Executive Officer, or his duly authorized representative shall hold a hearing with the teacher and the Grievance Committee or its representative and all other parties in interest.

- d. The Chief Executive Officer shall render a decision in writing to the teacher, then Grievance Committee and its representative within ten (10) school days after the conclusion of the hearing.

5.3 STAGE 3: ARBITRATION

- a. After such hearing, if the teacher and/or Association are not satisfied with the decision at Stage 2, and the Association determines that the grievance is meritorious and that appealing it is in the best interests of the school system, it may submit the grievance to arbitration by written notice to the Superintendent within twenty-one (21) school days of the decision at Stage 2.
- b. Within seven (7) school days after such written notice of submission to arbitration, the District and the Association will agree upon a mutually acceptable arbitrator to serve. If the parties are unable to agree upon an arbitrator or to obtain such a commitment within the specified period, a request for a list of arbitrators will be made to the American Arbitration Association by either party. The two parties will then be bound by the rules and procedures of the American Arbitration Association in the selection of an arbitrator.
- c. The selected arbitrator will hear the matter promptly and will issue his decision not later than fourteen (14) school days from the date of the close of the hearing, or, if oral hearings have been waived, then from the date the final statements and proofs are submitted to him. The arbitrator's decision will be in writing and will set forth his findings of fact, reasoning, and conclusions on the issues.
- d. The arbitrator shall have no power or authority to make any decision that requires the commission of an act prohibited by law or which is violative of the terms of this agreement.
- e. The decision of the arbitrator shall be final and binding upon all parties regarding the meaning or interpretation of any provision of this agreement.
- f. The cost for the services of the arbitrator, including expenses, if any, will be borne equally by the Board of Education and the Association.

ARTICLE V

ASSOCIATION RIGHTS

- A. The Association will have the unrestricted right to place notices, circulars, and other materials in teachers mail boxes and by check in sheets as well as the use of bulletin boards located in areas designated as teachers' rooms; inter-school mail communications (PONY); telephones for local calls; mimeographs, duplication and reproduction processes; provided, however, that the use of mimeograph, duplication and reproduction processes shall be during business hours only, and provided further that the use thereof shall not interfere with or disrupt the conduct of the regular district business.
- B. The Association shall have the use of building facilities without cost for the purpose of meetings during the times when buildings are manned by custodial staff, provided such use does not interfere with the instructional programs or previously scheduled programs.
- C. Teachers shall have the right, freely and without fear of penalty or reprisal to form, join or assist teacher organizations to participate through a representative of their own choosing in decisions concerning terms and conditions of employment.
- D. The Board agrees to furnish the Association all available information concerning financial resources of the District, tentative budgetary requirements, and such other information as will assist the Association in developing intelligent, accurate, and constructive programs on behalf of the teachers in the negotiating unit. In no case shall the Association representative remove any Board Records from the Board's offices without the written consent of the Board.
- E. Normally, negotiation meetings shall not be scheduled during the school day. If negotiation meetings between the Board and the Association are scheduled during the school day, by mutual consent, the representatives of the Association will be relieved of all regular duties without loss of pay as necessary in order to permit their participation in such meetings.
- F. In order for the Association to properly administer this agreement for the benefit of the teachers and the welfare of the school system, the work load assigned to the President of the Association during the term of his office will, whenever administratively feasible, be less than that assigned to other teachers employed in comparable positions in the school system. It is also agreed that the President of the Association, or his designated representative, will have access to all school buildings and to all teachers, provided that the exercise of this right will not interfere with the educational program. The President, or his designated representative, will notify the Principal, or the person in charge, upon his arrival in the school. The Association shall be granted up to ten (10) days' leave for Association conferences. Advance notice of who will go and the requested dates shall be submitted to the Superintendent.
- G. The Association, upon its request, shall be given an early place on the agenda of regular meetings of the Board for reports and announcements.
- H. The Association shall be notified of any anticipated federal and state programs.

- I. The Association shall be given an early place on the agenda of the Orientation Program of new teachers.
- J. Reports of all funds, federal, state, and local (above and beyond the regular school budget) as reported by the school district Treasurer's Report shall be sent to the President of the Association within ten (10) days after being reported to the Board.
- K. The Association meetings shall be held so that they shall not interfere with faculty or school meetings or the normal teaching operation.
- L. The work year shall be 180 days in addition to one orientation day and two days for Staff Development during which the students will not be present, bringing the school year to 183 days.
 - 1. In instances where the calendar provides for emergency days and such days are not necessary, the unused emergency days shall be added to the Memorial Day recess.
 - 2. In the event that more than the scheduled emergency days are used the calendar shall be adjusted to ensure a minimum of one hundred eighty (180) days of instruction.
 - 3. Two half days shall be scheduled for elementary teachers for completion of clerical duties near the conclusion of the school year, prior to the last day of school.
- M. Copies of board policies proposed by the Chief School Administrator shall be provided to the Association prior to consideration for adoption and upon request the Chief School Administrator shall meet with officers or standing committees of the Association to discuss such proposed policies.
- N. The BTA will select all teachers to participate on district-wide committees and submit the names the Superintendent of Schools or designee, who will consider such selections. Should a BTA-selected person be unacceptable to the Superintendent, the BTA President and the Superintendent shall meet to remedy the situation. Failure to reach an acceptable remedy does not prohibit the District from carrying out the charge of the committee.
 - 1) If the District chooses a member of the teaching staff not endorsed by the BTA, the individual must fill a position on the committee other than teacher representative.
 - 2) Below is a list of committees that are covered by this provision. This list may be amended, with both the BTA and School District's consent.
 - a. Hiring committees
 - b. Recruitment committees
 - c. Individual building interviews for teacher and administration positions

ARTICLE VI

ACADEMIC FREEDOM

- A. The Board and the Association seek to educate young people in the democratic tradition, to foster a recognition of individual responsibility and to inspire meaningful awareness of and respect for the Constitution and the Bill of Rights, and to instill appreciation of the values of individual personality. It is recognized that these democratic values can best be transmitted in an atmosphere that is free from censorship and artificial restraints upon free inquiry and learning and in which academic freedom for teachers is encouraged.
- B. Academic freedom shall be guaranteed to all teachers, and no limitations shall be placed upon study, investigation, presenting facts and ideas concerning man, human society, the physical and biological world and other branches of learning subject only to accepted standards of professional educational responsibility. The use of the teacher's creativity, inventiveness, and special skills is encouraged in his teaching assignment.
- C. Freedom of individual conscience, association, and expression within the meaning of this article will be assured and fairness in procedures will be observed both to safeguard the legitimate interests of the schools and to exhibit by appropriate examples the basic objectives of a democratic society.
- D. Academic freedom for teachers in no way limits the right of the State and District Board to establish the basic curriculum, or the obligation of the teacher to follow the prescribed curriculum.
- E. An administrator may meet with any teacher alone and in private at any time in connection with any aspect of the teacher's instructional and contractual responsibilities. However, should a teacher feel a topic is threatening or might violate his or her rights, the teacher may request the postponement of this meeting and the involvement of a BTA representative. In all but emergency situations, this consideration will be granted.

ARTICLE VII

SICK LEAVE - OTHER ABSENCES

A. SICK LEAVE

1. All teachers who are absent on account of personal illness or injury or on account of the illness or injury of a member of the teachers' family will be entitled to thirteen (13) days of sick leave with pay each school year as of the first official day of said school year whether or not they report for duty on that day. In addition, teachers with fourteen (14) or more years of service within the district will receive one additional day of sick leave for each additional year of service beyond the fourteenth year; i.e., 15th year of service-fourteen (14) days of sick leave; 16th year of service-fifteen (15) days of sick leave, etc., to a maximum of twenty (20) days per year.
2. Teachers will be entitled to accumulate days of sick leave at the above-mentioned rates up to a maximum of two hundred ten (210) school days.
3. Teachers with an accumulation of fifty (50) days or more on June 1, may request redemption of up to fifteen (15) days at a rate of \$89 per day in 2008-2012, \$91 per day in 2012/13, \$92 per day in 2013/14, and \$93 in 2014/15. Request for this redemption must be received by the personnel office prior to June 15.
4. A teacher absent due to personal illness and/or non-compensable injury whose sick leave has been exhausted thereby may apply to the Sick Bank Governing Board for additional sick leave days from the sick bank and receive payment therefore from the District or the Governing Board's Director for the waiting period between the exhaustion of the sick leave and the commencement of eligibility for long term disability.

The bank shall be initially funded by the assessment of one full sick day per teacher effective September 1, 1991. Every teacher hired thereafter shall be assessed one sick day from his or her first year of sick leave to be credited to the bank. At the end of each school year, by July 1, the District will inform the BTA President of the number of days remaining in the bank and provide an itemization of days added to the bank and days withdrawn from the bank since the previous annual statement.

The District shall notify the BTA President when the fund balance reaches fifty (50) days, at which time the District shall assess each current member one additional day. A governing board appointed by the BTA shall administer the sick bank. The Superintendent may appoint one non-voting liaison to the governing board who shall be entitled to attend all of its meetings.

The governing board shall establish rules for the receipt of applications, verification of claims and the determination of awards from the bank to the individual applicants. The governing board shall have no power to impose cost or responsibilities on the District other than the payment for sick days. The Board of Education and the District shall not be liable for any discretionary actions of the governing Board.

5. In the event that there is a confirmed occurrence, in a school or other location to which a teacher is assigned, of a disease which is known to cause damage to the fetus, a teacher who is pregnant and who elects to do so, may be reassigned as a daily substitute, until

such time as her physician determines that she may return to her regular assignment. The teacher shall make her request for reassignment outside the environment, pursuant to this section, in writing; and, the request must be accompanied by a report from her attending physician, which provides the reasons for the request and the estimated time required for the reassignment. Such requests may be subject to the review of a physician appointed by the Board of Education. All such requests are subject to the approval of the School Superintendent or designee thereof. All requests will be addressed within forty-eight hours whenever possible.

B. PERSONAL LEAVE

Teachers are entitled, according to their best judgment, two (2) personal leave days, all to be taken without reason. Personal days may not be used on a school day immediately preceding or immediately following a school holiday or vacation without the approval of the superintendent. Requests for such leave shall be made to the superintendent in writing no less than ten (10) days prior to the school holiday or vacation period. In cases of emergency situations, each instance shall be evaluated by the superintendent on its own merits. Unused personal days shall be converted to and included within a teacher's accumulated sick days as of June 30.

C. DEATH LEAVES

1. A teacher shall be allowed up to five (5) days with pay for the death of a spouse, child, parent, parent-in-law, brother or sister, and up to two (2) days with pay for the death of any other member of his immediate family. The leave shall not be charged against sick leave or personal leave days.
2. In addition to spouse, child, parent, parent-in-law, brother or sister, the term "immediate family" means, grandparent, sister-in-law, brother-in-law, son-in-law, daughter-in-law, grandchild, legal guardian, and any other relative residing in the household of which the teacher is a part.

D. EDUCATIONAL DAYS

Teachers may apply to the superintendent for leave with pay to visit other schools or to attend educational conferences for purposes beneficial to the district. The granting or denial of such leave shall be in the discretion of the superintendent and may not be subject of a grievance.

E. SUBPOENAS AND JURY DUTY

Each teacher shall be granted such leave with full pay as may be necessary in order to respond to a court subpoena or to perform jury duty. All monies the teacher receives as a fee for serving as a juror must be paid over to the district.

F. CHILDBEARING AND/OR CHILDREARING LEAVE POLICY

1. Childbearing

- a. A teacher who is unable to fully perform the role of the teacher due to pregnancy or a pregnancy related illness may utilize sick leave provisions the same way as any other teacher who is ill.

- b. One month's notice, if possible, from the date of the beginning of this leave will be given to the Superintendent of Schools.
- c. The Superintendent of Schools shall receive the required medical certification of the teacher's physical ability to perform duties prior to the time the teacher returns from this leave.
- d. Upon return from this specific leave, teachers will be returned to their former position and location. If the teacher's position should be abolished according to Education Law 2510, the teacher will be placed on a preferred eligible list for seven (7) years. Upon recall, the teacher will be placed into the same tenure area they occupied prior to their being excessed. Should an involuntary transfer be necessary, all provisions provided for in Article XV, Transfers, of the BTA contract will be adhered to.

2. Childrearing

- a. Teachers shall be granted a childrearing leave of absence upon written notification to the Superintendent of Schools at least one month before the leave is scheduled to begin. The leave of absence shall be without pay and the step increment will not accrue. Said written request shall include the date of initiation and termination of the leave, which shall be coincidental with applicable semester. The teacher shall provide the district with one month's notice of the date they will return to work.
- b. A childrearing leave may not extend beyond four full semesters.
- c. Childrearing leave may be utilized for the adoption of children.
- d. Upon return from childrearing leave, teachers will be returned to a comparable position in their area of certification and tenure. If the teacher's position should be abolished according to Education Law 2510, the teacher will be placed on a preferred eligible list for seven (7) years. Upon recall, the teacher will be placed into the same tenure area they occupied prior to their being excessed. Should an involuntary transfer be necessary, all provisions provided for in Article XV, Transfers, of the BTA contract will be adhered to.

3. Returning from Leave

- a. All benefits and rights accumulated by a faculty member prior to the effective date of the leave of absence shall be resumed upon return to service.
- b. Seniority and salary increments shall not accrue to persons on childrearing leave.

G. PART-TIME TEACHERS

All part-time teachers under yearly contract will receive sick leave in the same manner provided for full-time teachers as specified in Paragraph A; e.g., a half-time teacher is eligible for thirteen (13) half-days of sick leave. The part-time teachers will also receive the same leave as specified in Paragraphs B and C. All such leaves shall not be cumulative.

- H. Teachers will be notified of accumulated sick leave along with the notice of salary, which is issued each year.
- I. OTHER LEAVES - A teacher may request a leave of absence without pay up to one year for other personal reasons. This leave may be granted at the sole discretion of the Board.

ARTICLE VIII

FINAL YEAR INCREMENT and RETIREMENT INCENTIVE

A teacher who is eligible for retirement under the New York State Teachers' Retirement System and who shall submit his resignation for retirement purposes by December 1, to take effect following the end of the school year, shall be eligible for an increment based on 50% of the accumulated sick leave. The per diem salary is computed by dividing the teacher's salary by 200 (days). A maximum of 105 days may be redeemed.

A notice of intent to retire must be submitted by December 1 of the year of retirement. It is understood that this resignation for retirement purposes may not be rescinded after February 1 of the same year.

In the event such teacher does not retire after giving notice of retirement to the superintendent, any monies paid under this article shall be deducted from his salary in the subsequent year.

Sick Time for potential Retirees: Any teacher, in the year of their retirement who has not rescinded his retirement papers by February 1st, and has accumulated 210 sick days at the start of that school year, and has sold back no more than ten (10) days in the previous school year, will be granted three additional sick days after February 1st. Upon retirement the teacher may redeem the sick days as per above.

ARTICLE IX

RETIREMENT INCENTIVE

There shall be a retirement incentive as follows:

- A. \$40,000 to each teacher who retires in the first year of eligibility.
- B. Eligibility to retire shall be defined as the eligibility to retire as determined by the New York State Teachers Retirement System. Disability retirement is not applicable.
- C. Retirement incentive \$40,000 for anyone eligible year one as designated by NYSTRS. All teachers previously eligible will become eligible once again for retirement effective June 30, 2012 only.
- D. The District may pay out the retirement incentive and sick day buy backs for retirees in the first check of July.
- E. The time limits for notice of intent to retire/rescind shall be as set forth in Article VIII. However, as to the 2011/2012 school year, notice of retirement must be submitted by April 5, 2012 and notice of intent to rescind must be submitted by April 13, 2012.

ARTICLE X

CLASS SIZE

Whenever feasible, the Board of Education will comply with the recommendation of the Commissioner of Education as to class size which shall not, however, preclude the introduction of pilot or experimental programs.

Every effort will be made to assure equitable distribution of class size.

ARTICLE XI

TEACHING HOURS AND TEACHING LOAD

- A. The normal working day for all teachers as defined in Article I (B) shall be seven (7) consecutive clock hours, including a duty free lunch period of forty (40) minutes.
- B. Normally, Middle and Senior High School teachers shall not be assigned more than five teaching periods not to exceed fifty (50) minutes each or in the case of modular scheduling or team teaching, a maximum of twenty (20) hours of instruction per week, and an administrative period which may include the supervision of study halls, at the discretion of the building principal. For science teachers, a laboratory period will be equated with a teaching period.
- C. Whenever possible, the Board shall provide kindergarten teachers time for parent conferences.
- D. In those situations where both morning and afternoon kindergarten classes must meet in one session, the principal and teachers concerned shall pre-plan a mutually agreeable program which may include special teachers in that building and/or classroom helpers.
- E. Special subject teachers shall consult with the kindergarten teachers weekly. The special subjects shall include art, music, and library.
- F. In addition to their regular duties, the teachers will continue to engage in professional activities in order to evaluate, modify, and/or revise the educational program as dictated by the demands of a modern educational system.
- G. In the event that school should be called off for any reason, such announcement of the closure of school shall be made as soon as practical. Announcements of the closure of school shall be made on all local stations that will carry the announcement.
- H. All elementary teachers, including specialists, shall have two hundred (200) minutes of duty-free preparation time per week in the student day, with a minimum of twenty-five (25) consecutive minutes per day.
- I. If any teacher in the seventh through twelfth grades should have six (6) teaching periods and one (1) administrative period throughout a semester, he shall receive as a premium for that semester one-half of a sum of money equal to 20% of Step 1 of the column of the salary schedule on which the teacher involved is being paid unless the teacher is on Step 10 or higher of the salary schedule, in which event the premium shall be one-half of a sum of money equal to 20% of Step 5 of the same column of same salary schedule.
- J. If any teacher in the seventh through twelfth grades should have six (6) teaching periods but no administrative period throughout a semester, he shall receive as a premium for that semester one-half of a sum of money equal to 16 2/3% of Step 1 of the column of the salary schedule on which the teacher involved is being paid, unless the teacher is on Step 10 or higher, in which event the premium shall be one-half of a sum of money equal to 16 2/3% of Step 5 of the same column of the same salary schedule.
- K. If any teacher in the seventh through twelfth grades should have five (5) teaching periods

and two (2) administrative periods throughout a semester, he shall receive as a premium for that semester one-half of a sum of money equal to 16 2/3% of Step 1 of the B Salary schedule in effect during that semester.

- L. At the Senior High School, teachers may volunteer for a second administrative period, which shall be the supervision of a cafeteria. Volunteers will be selected by the building principal and shall be paid according to Miscellaneous Stipends Schedule attached hereto. The salary shall be pro-rated when the lunch period is not equal to a period of instruction.
- M. At the Middle School, teachers may volunteer for cafeteria duty. Volunteers will be selected by the building principal and shall be paid according to Miscellaneous Stipends Schedule attached hereto. The salary shall be pro-rated when the lunch period is not equal to a period of instruction.
- N. Teachers will be required to attend a total of three Parent-Teacher night meetings. Two nights will occur during the Fall-Winter period and one will occur in the Spring.
 - A) High School -Three nights: two in the first semester and one in the spring. The daytime conference and teacher workday will end at 11 AM. Each night is to be no more than 2 hours in length.
 - B) Middle School --Three nights: two in the first semester and one in the spring. The daytime conference and teacher workday will end at 11 AM. Each night is to be no more than 2 hours in length.
 - C) Elementary School - In addition to the fall schedule (two days, two evenings), teachers will conduct one night in the spring and a 1/2 day from 8:30 a.m. to Noon. The teacher workday also ends at noon on that day.
 - D) Kindergarten Parent -Teacher Conferences will be held during the school day, one in the fall, one in the winter, and one in the spring. After the end of the second marking period, there will be two day time conferences while school is in session.
- O. Secondary Teachers will be required to provide interim progress reports for all students in the second, third and fourth quarters using the school district's computer software. In the event the computers are down, teachers will only be required to prepare progress reports for at risk students.
- P. An additional 30 minutes per week will be added for all secondary teachers for extra help at the end of the school day. The schedule for each teacher's extra help responsibility shall be developed by said teacher in consultation with the relevant immediate supervisor. Final authority to establish the schedule shall be with the building principal. As a general rule, extra help shall be limited to Monday through Thursday except when it is necessary to alter that schedule due to holiday school closings. If the last instructional period returns to an activity period for all staff in a building, the 30 minutes will not be used in that building.
- Q. An additional one half hour per month will be added for all staff, but not to be used for anything teachers are paid for contractually.
- R. New Teacher Orientation - In order to provide for proper orientation for teachers new to the district, the number of required hours will increase from 20 to 30 per year. This will include three and one half (3 1/2) days of orientation during the week prior to the opening

of school. No less than 18 hours and no more than 21 hours will take place during the week prior to the opening of school. This time will apply to new teachers to the district, and will be counted toward the State requirement for Staff Development and Re-certification.

In addition, four optional workshops will be conducted and may be attended by first-, second-, or third-year teachers; and those who attend will be entitled to receive in-service credit with the approval of the Superintendent of Schools or a designee thereof.

- S. Effective for the 2012/2013 school year and thereafter, in addition to the obligations set forth in Paragraph R above, all non-tenured teachers shall be required to attend ten (10) hours annually of staff development pursuant to a program developed and implemented by the Superintendent of Schools in consultation with the District's Professional Development Committee. Such Sessions shall be limited to no more than two (2) hours and shall be scheduled on at least fourteen (14) days' notice to teachers.

ARTICLE XII

FREEDOM FROM NON-PROFESSIONAL ACTIVITIES

- A. Monitor aides are non-professional personnel whose duties are to assist in the supervision of students in the cafeteria and playground and in the loading and unloading of buses.

Teachers shall be relieved of these duties except one (1) teacher shall be assigned on a rotating basis by the school principal to supervise the monitor aides in each of these areas, so that the aides performing the work are supervised by a teacher who shall be physically present during the activity for sufficient time to ensure commencement and continuity of the activity and in the building.

The Board shall provide an equal number of aides or assistants, as there were aides in 1970-71.

- B. Whenever feasible, teachers shall not be required to perform clerical functions such as keeping clerical records, scoring standardized tests or keeping registers of attendance.
- C. Teachers will not be required to drive pupils to activities, which take place away from the school building. Teachers may do so voluntarily, however, with the advance approval of their principal or immediate supervisor. In such event, the teacher will be relieved of all personal liability which may occur in connection with said trip provided such occurrence is within the scope of the teacher's employment.

ARTICLE XIII

TEACHER FACILITIES

- A. Each school building shall have the following facilities:
1. Space in each classroom in which teachers may safely store instructional materials and supplies.
 2. A teacher work area containing adequate equipment and supplies to aid in the presentation of instructional materials. The Principal of the school will set up priority schedules for the use of ditto, mimeographing and other duplicating devices and shall give suitable weight to instruction needs. Teachers qualified in the use of such machines shall be permitted to use them within the priorities established.
 3. Whenever feasible a furnished room be reserved for the exclusive use of teachers as a faculty lounge. Said room will be in addition to the aforementioned teacher work area.
 4. A serviceable desk and chair at each teaching station for the use of teachers assigned there.
 5. Whenever feasible teachers shall be scheduled to meet their classes in a single designated classroom. If not feasible, such teachers shall be equipped with desk with storage space or a two-drawer file cabinet located in adequate space and privacy.
 6. A communication system through which teachers can communicate with the main office in the building from their classrooms will be installed in all new buildings and in existing buildings where practicable.
 7. Well-lighted, clean, teacher rest rooms with assurance of privacy shall be provided in all future construction.
- B. Classroom interruptions shall be kept to a minimum and, except in an emergency, regularized. One school day's notice shall be given to all teachers in cases of scheduling the release of student groups from classes.
- C. When budgetary cuts for materials are made, such teacher shall have the opportunity to discuss such budget cuts with his immediate supervisor. Such discussion shall take place prior to such budget cuts.
- D. The Board of Education shall provide adequate supplies and textbooks and coordinate the ordering of supplies and materials with curriculum changes.

ARTICLE XIV

TEACHER EVALUATION

- A. A standardized form will be used in the evaluation of all teachers in South Country Central School District. Such form shall be acceptable to the Association. (See Appendix J)
- B. Prior to writing an evaluation after an observation, the evaluator will have a conference with the teacher to discuss the proposed written evaluation. Such conference will be held as soon as possible and in no case later than three (3) working days after the observation. As a result of the written evaluation, the teacher may request a post-conference meeting with the evaluator before signing the evaluation. The teacher will sign and return the evaluation as soon as possible but no later than three working days after receipt of the evaluation, or three (3) working days after the post-conference meeting, as the case may be. There will be a summary end-of-the-year evaluation written by the building principal, or his designee. Upon request by the teacher, on or before April 15, the evaluator will meet with the teacher prior to writing the evaluation. The teacher will sign and return the evaluation as soon as possible, but no later than three (3) working days after receipt of the evaluation.

Teachers will receive a formal written observation within ten (10) school days of the post-observation.

Tenured teachers shall receive one formal announced observation and one informal unannounced observation. Probationary teachers shall receive three formal observations, at least one of which shall be unannounced. A formal observation shall be at least 30 minutes but in no event shall last longer than one class period as defined by the building the observation is taking place in.

All teachers shall receive at least three school days' notice of all formal announced observations with the understanding that the teacher has the right to request that the observer conduct the observation with less than three school days' notice.

For formal announced observations, a pre-observation conference shall be conducted prior to the observation.

No observations shall take place the day before or after a holiday or vacation period unless the teacher requests it.

Teachers shall be entitled to a union representative for meetings in which a TIP shall be developed.

- C. A probationary teacher will be informed of the Superintendent's recommendation concerning tenure as soon as possible prior to the expiration of his probationary period, and shall be informed of the final action of the school district on the granting or denial of tenure at least sixty (60) days prior to the expiration of his probationary period. If a probationary teacher has not resigned or been notified in writing that the school district has denied him tenure within sixty (60) days prior to the expiration of his probationary period, he shall be granted tenure.

- D. Teachers have the right, upon request to review the contents of their personnel file and to make copies of any and all materials contained in it. A teacher will be entitled to have a representative of the Association accompany him during such review.
- E. No material derogatory to the teacher's conduct, service, character, or personality will be placed in his personnel file unless the teacher has had an opportunity to review the material. The teacher will acknowledge that he has had the opportunity to review such material by affixing his signature to the copy to be filed, prior to the copy being filed, with the express understanding that such signature in no way indicates agreement with the contents thereof. The teacher will also have the right to submit a written answer to such material and his answer shall be reviewed by the Superintendent and attached to the file copy.

ARTICLE XV

TRANSFERS

A. VOLUNTARY TRANSFERS

1. Teachers who desire a change in grade and/or subject assignment or who desire to transfer to another school building, shall file a written statement of such desire with the Superintendent on a form available from the Superintendent or his designated representative. Such statement shall include the grade and/or subject to which the teacher desires to be transferred. Where such request contains a multiple choice, the grades, subjects, or schools shall be listed in order of preference. It shall be Board policy to give consideration to requests for transfer from personnel within the district before filling known vacancies with personnel from outside the district. The procedure for requesting transfers shall be established by a joint study committee comprised of two (2) members appointed by the association and two (2) appointed by the administration.
2. A teacher declared in excess in one school shall have preference in filling a vacancy in the same area of certification in another school.

B. INVOLUNTARY TRANSFERS

1. When involuntary transfers are necessary, a teacher's area of competence, major and/or minor field of study, quality of teaching performance, and length of service in South Country Central School District will be considered, together with instructional requirements and staff availability, in determining which teacher is to be transferred.
2. Notice of an involuntary transfer will be given to the affected teacher before such transfer is made and an opportunity given to the affected teacher to discuss such transfer with appropriate administrative officer.
3. Teachers who are involuntarily transferred will be transferred only to a comparable position if available. "Comparable position" means any position in the teacher's tenure area.
4. No teacher who is transferred shall, by reason thereof, lose his tenure status or be deprived of other rights under this agreement.

ARTICLE XVI

TEACHER PROTECTION - PERSONAL INJURY BENEFITS

- A. Teachers will immediately report, in writing, all cases of assault suffered by them in connection with their employment to their principal or immediate supervisor.
- B. This report will be forwarded to the Superintendent who will comply with any reasonable request from the teacher for information in his possession relating to the incident or the persons involved.
- C.
 - 1. The School District agrees to hold teachers harmless from any financial loss arising out of any claim, demand, suit, criminal prosecution, or judgment by reason of any act or omission to act by such teacher within or without the school buildings, provided such teacher at the time of the act or omission complained of, was acting in the discharge of his duties within the scope of his employment or under the direction of the School District.
 - 2. This shall include financial loss resulting to a teacher from taking students on trips authorized by the Administration or the School District, provided the teacher was acting in the discharge of his duties within the scope of his employment.
 - 3. Teachers shall notify the Superintendent of any accident or claim against them, which might be covered by this section within ten (10) school days after the accident occurs or the teacher knows of the claim. In addition, a teacher shall not be entitled to the protection of the three (3) afore-mentioned sections of this article unless within ten (10) school days of the time he is served with any summons, complaint, process, notice, demand, or pleading, he shall deliver the original or a copy thereof to the Superintendent.
- D. Whenever a teacher is absent from his or her employment and is unable to perform his or her duties as a result of an accident or an assault occurring in the course of their employment, no part of such absence shall be charged to his or her annual or accrued sick leave. The Bellport Teachers Association agrees that if verification of an injury is required, appropriate procedures will be put into effect. This may include, pursuant to Education Law 913, examination by a School District Physician.
- E. The School District shall reimburse teachers for reasonable costs of replacing or repairing dentures, eyeglasses, hearing aids, or similar bodily appurtenances not covered by Workmen's Compensation which are damaged, destroyed, or lost as a result of an injury sustained in the course of the teacher's employment.
- F. The School District shall reimburse teachers for the cost within reasonable limit of any clothing or other personal property damaged or destroyed as a result of an assault suffered by a teacher while the teacher was acting in the discharge of his duties within the scope of his employment.

ARTICLE XVII

VACANCIES AND PROMOTIONS

- A. All vacancies in promotional positions, as defined in Section B of this Article shall be posted in a prominent position in every school building or shall be announced by the Superintendent and shall clearly set forth a description of the preferred qualifications for the position, including duties and salary scale.
1. When school is in session, such notice shall be posted far in advance as practicable, ordinarily at least fifteen (15) days before the final date when application must be submitted and in no event less than ten (10) days before such date.
 2. Teachers who desire to apply for such vacancies shall submit their application in writing to the Superintendent or his representative within the time limit specified in the notice.
- B. Teachers who desire to be considered for new or promotional positions which may materialize during the time they are away shall submit in writing to the Superintendent a request for such consideration and complete information as to where and how they can be reached. The Superintendent shall see that such teachers are notified of any new or promotional vacancies and such notification shall set forth a description of and the qualifications for promotional vacancy including the duties and salary scale. Such notice shall be sent as far in advance as practicable, ordinarily at least fourteen (14) days before the final date for submission of applications.
- C. Promotional positions are defined as follows:
- Any positions with scheduled salaries higher than basic salary schedules for teachers and/or any positions on the administrative/supervisory level.
- D. All appointments to the aforesaid vacancies and openings shall be based on qualifications and experience. They shall be made without regard to age, sex, race, creed, color, religion, nationality, marital status or ancestry.
- E. Each South Country Central School District applicant for a promotional position who is not selected, if he so requests, will be given the opportunity to discuss such matters with the Superintendent.
- F. Among equally qualified applicants for extracurricular and co-curricular positions, membership in the collective bargaining unit shall be given great weight.

ARTICLE XVIII

TEACHER ADMINISTRATION LIAISON

- A. The Association shall select a Building Representative and an alternate representative for each school building and they shall meet with the building principal once every month during the school year to review and discuss local school problems and practices. Any such meeting may be canceled or adjourned by mutual consent.
- B. The Building Representative shall have the right to schedule association meetings in the school building after school, provided such meetings do not conflict with scheduled faculty, other academic meetings, or instructional programs.
- C. The Building Representative, or his designee, shall be provided ten (10) minutes time at all faculty meetings to report on association matters affecting instructional matters. This time provided shall be during the faculty meeting.
- D. The Executive Council of the Association shall meet with the Superintendent, or his representative, and four (4) or more members of the Board upon application of either party, but not more than three (3) times within a school year, to review and discuss current school problems and practices and the administration of this agreement. Such meetings may be canceled or adjourned by mutual consent. It shall not be the purpose of the committee to act as a negotiating group in any way; rather, the purpose as stated above shall be in the direction of the achievement of mutual understanding.

ARTICLE XIX

TEACHER RECRUITMENT

- A. The recruitment of teachers for the filling of vacant positions will begin as soon as possible in the year to allow ample time for screening and alternate choice decisions. In order to assist the administration in determining the number of vacant positions, all teachers shall notify the administration as soon as possible of their departure, and in no case less than that time provided by law.
- B. It is Board policy that in recruiting personnel they will comply with the Education Law and the regulations of the Commissioner of Education. Each teacher shall hold a valid New York State Certificate in the area in which he or she functions except in emergency situations as outlined in the New York State Education Law.
- C. Applicants will be hired for the district and will be assigned to a school or schools where his services are required.
- D. The Board will be guided by present district policies with regard to interview of candidates.
- E. In seeking applicants for new teaching positions, the Board will take into consideration the nature of the student population in the district. In doing so, the Board agrees to consider the proposals for teacher recruiting made by the Association.
- F. Credit for Previous Experience:
 - 1. Teachers with experience who are hired for positions in the school system may be allowed full credit for full years of approved and appropriate teaching experience up to seven (7) years, military service and Peace Corps up to two (2) years, for a maximum of nine (9) years. Teachers may be given credit upon Board approval for the number of years of non-teaching employment in a field approved by the Superintendent as related to the teaching area assignment up to a maximum of two (2) years. Credit for teaching experience may exceed these limits upon Board approval.
 - 2. Unit members who have previously served in the District, left the District's employ, and who are currently employed by the District during the term of this agreement, shall be given step credit for each full year of probationary or tenured service. The credit shall be limited to twelve (12) teachers during the life of this agreement.

ARTICLE XX

TEACHERS - SUBSTITUTES

A. The administration shall have the responsibility for obtaining substitute teachers and shall endeavor to obtain necessary substitute teachers. At the elementary level, in the event that no substitute is hired, a classroom teacher fulfilling this duty shall be paid per student as follows: 2008-2011 \$6.00; 2011/12 \$6.03; 2012/13 \$6.15; 2013/14 \$6.24; 2014/15 \$6.33. At the secondary level, the pay shall be as follows:

	2008-11	2011-2012	2012-2013	2013-2014	2014-2015
Minimum of 23	\$ 31.00	\$ 31.16	\$ 31.78	\$ 32.26	\$ 32.74
24 students	\$ 31.92	\$ 32.08	\$ 32.72	\$ 33.21	\$ 33.71
25 students	\$ 33.25	\$ 33.42	\$ 34.08	\$ 34.60	\$ 35.11
26 students	\$ 34.58	\$ 34.75	\$ 35.45	\$ 35.98	\$ 36.52
27 students	\$ 35.91	\$ 36.09	\$ 36.81	\$ 37.36	\$ 37.92
Maximum of 28	\$ 37.00	\$ 37.19	\$ 37.93	\$ 38.50	\$ 39.08

- B. Teacher preference for a particular substitute shall be given due consideration.
- C. Substitutes hired for special areas such as shops, labs, etc., shall be familiar with workshop procedures and methodology whenever feasible.
- D. Whenever possible, appropriately qualified substitute teachers will be hired for all special subject area teachers when they are absent.
- E. If unable to report for work, teachers should call the answering service as designated in the building handbook in the evening after 7:00 p.m. or in the morning, preferably one (1) hour before school is scheduled.

ARTICLE XXI

STUDENT DISCIPLINE

Upon written request by the Bellport Teachers Association, a committee will be formed consisting of teachers and administrators to review and/or revise the current student discipline procedures. Findings of the committee will be made known to the Board in a joint report.

ARTICLE XXII

SALARY

In order to maintain a high standard of education in South Country Central School District, the Board agrees that an adequate salary schedule is necessary to attract and retain superior teachers. Accordingly, the Board agrees to the following:

- A. Teachers will be paid on alternate Fridays, with the following exceptions:
 - 1. One-half of a normal paycheck will be issued on the first Friday of the school year. The remaining half of a paycheck will be issued on the second Friday of the school year.
 - 2. Any regularly scheduled pay day that falls on a scheduled school holiday will be moved forward to the last school day before that holiday, provided there are at least five (5) working days between the last regular pay day and the day before that holiday.
- B. Salary schedule index as illustrated in Appendix C.
- C. Salary schedules as illustrated in Appendices D through H.
 - 1. For 2008/2009—0% plus increment
 - 2. For 2009/2010—0% plus increment
 - 3. For 2010/2011—0% plus increment
 - 4. For 2011/2012- .5% plus increment. For this year, no lane movement shall be permitted after January 31, 2012, except as to the three previously identified individuals who filed applications after January 31, 2012, but before February 16, 2012.
 - 5. For 2012/2013—2%. For this year, teachers will remain on step (no increment) and column (no lane movement) and shall continue to be paid pursuant to the step and lane they were paid during the 2011/2012 school year. Effective for the 2013/2014 school year and thereafter, step and lane movement shall resume. For the purpose of clarification, a teacher on step 5 for 2011/2012 shall remain on step 5 for 2012/2013 and shall move to step 6 in 2013/2014. This concept shall also apply in connection with column movement.
 - 6. For 2013/2014—1.5% plus increment
 - 7. For 2014/2015—1.5% plus increment
 - 8. For the life of this contract other monetary allowances and stipends, Article VII A(3), Article XX A and Article XXVI A(1), will be increased by the same base percentage referred to in subparagraphs 1 through 7 above.
 - 9. The Doctoral stipend will be: 2008-2011 \$720; 2011/12 \$724; 2012/13 \$738; 2013/14 \$749, and 2014/15 \$760.

D. The Board agrees to provide the following career increments based upon longevity as follows:

1. An increment to be paid at the end of twenty (20) years of teaching service with a minimum of fifteen (15) years of teaching service in the South Country Central School District the increment is \$1,945 for 2008/2009, 2009/2010 and 2010/2011; \$1,955 for 2011/2012; \$1,994 for 2012/2013; \$2,024 for 2013/2014; \$2,054 for 2014/2015; and
2. And, a further increment will be paid at the end of twenty-five (25) years of teaching service with a minimum of twenty (20) years of teaching service in South Country Central School District the increment is \$2,511 for 2008/2009, 2009/2010 and 2010/2011; \$2,524 for 2011/2012; \$2,575 for 2012/2013; \$2,613 for 2013/2014; \$2,652 for 2014/2015; and
3. And, a further increment will be paid at the end of twenty-eight (28) years of teaching service with a minimum of twenty-three (23) years of teaching service in the South Country Central School District the increment is \$2,754 for 2008/2009, 2009/2010 and 2010/2011; \$2,768 for 2011/2012; \$2,823 for 2012/2013; \$2,865 for 2013/2014; \$2,908 for 2014/2015; and
4. Teaching service in the South Country Central School District shall include teaching service in the schools and/or buildings of those districts which were incorporated into the South Country Central School District at the time of centralization or South Haven merger.

E. Home Teaching is to be compensated. The stipend in 2008/2009 through 2011/2012 is \$44 per hour; 2012/2013 - \$45 per hour; 2013/2014 - \$46 per hour; and 2014/2015 - \$47 per hour.

F. All summer school teaching positions shall be announced to the teaching staff of South Country Central School District and applications accepted and considered for such positions. The stipend in 2008/2009 through 2010/2011 is \$3,036; 2011/2012 - \$3,051; 2012/2013 - \$3,112; 2013/2014 - \$3,159; and 2014/2015 - \$3,206.

Any teaching staff of the South Country School District required to perform student services, appear at CSE meetings, or perform other duties over the summer months that have not been outlined in other sections of the contract will be compensated at an hourly rate of pay based on Salary + Tenure increment + Longevities.

G. Upon being granted tenure, a teacher's salary will be increased by a tenure increment that will be added to the salary each year thereafter. The stipend in 2008/2009 through 2010/2011 is \$404; 2011/2012 - \$406; 2012/2013 - \$414; 2013/2014 - \$420; and 2014/2015 - \$426.

H. When the occasion arises for a teacher(s) to be employed by the South Country Central School District to teach an in-service course, the following shall be in effect:

1. One in-service credit shall be equated to fifteen (15) clock hours of classroom instruction.

2. The stipend in 2008/2009 through 2010/2011 is \$827; 2011/2012 - \$831; 2012/2013 - \$847; 2013/2014 - \$859; and 2014/2015 - \$871.
 3. In instances where two or more teachers share the responsibility for instruction, the per-credit fee shall be shared among the teachers.
- I. When the occasion arises for a teacher(s) to be employed by the South Country Central School District to prepare curriculum during the summer months, the following rates shall be in effect:
- The stipend in 2008/2009 through 2011/2012 is \$48; 2012/2013 - \$49; 2013/2014 - \$50; and 2014/2015 - \$51.
- J. Faculty in the P.M. High School will be compensated as follows:
1. Academic teachers in the P.M. High School will be compensated for teaching two additional periods under the provisions of Article XI, Paragraph J. No academic teacher in the P.M. High School faculty prior to September 1, 1988, will receive less compensation under this article than if he were on Step 10 of the M Lane of this salary schedule.
 2. Physical education teachers in the P.M. High School will be compensated for teaching one additional period under the provisions of Article XI, Paragraph J.
 3. Advanced Placement teachers will be compensated each year for thirty-five (35) hours of subject preparation for each Advanced Placement program taught. Payment will be made upon the completion of the course and will be at the summer curriculum rate in effect for the summer following course completion.
- K. Teachers teaching in the elementary enrichment program shall be compensated. The stipend in 2008/2009 through 2011/2012 is \$52; 2012/2013 - \$53; 2013/2014 - \$54; and 2014/2015 - \$55.
- L. Teachers teaching in a building homework clinic shall be compensated. The stipend in 2008/2009 through 2011/2012 is \$44; 2012/2013 - \$45; 2013/2014 - \$46; and 2014/2015 - \$47.

ARTICLE XXIII

FRINGE BENEFIT

- A.
 - 1. The District agrees to follow all bylaws of the Suffolk School Employees Health Plan.
 - 2. If a member of the BTA negotiating unit is an elected trustee of the Suffolk School Employees Health Plan, he/she will attend all trustee meetings held during the school day without the use of such days being charged against personal days, sick days, or BTA days. No loss in pay will be assessed for attending such meetings. A timely notice of such absence shall be given to the district to arrange for class coverage.
 - 3. Full participation rights in the district's health insurance will be extended to the surviving spouse of a deceased, active teacher at no cost to the district. (Laws of COBRA)
 - 4. Upon retirement, a teacher and the district will enter into an individual contract (Appendix A) that will provide health insurance benefits to the retiree and his/her dependents. For all new retirees, the District agrees to pay the negotiated percentage in effect at the date of retirement.
 - 5. Effective September 1, 2000, all teachers shall contribute 10% toward the premium for health insurance. Effective September 1, 2013 all teachers shall contribute 13% toward the premium for health insurance. Effective September 1, 2014, this contribution shall increase to 15%.
 - 6. The district agrees to implement an IRS Section 125 plan for the deduction of monies for payment of the health insurance premiums described herein.
 - 7. If an teacher so elects, an employee who otherwise has health insurance protection, shall have the right to decline health insurance and shall be entitled to receive on the last pay day of the calendar year 40% of the premium rate paid by the district. Such election must be made on or before November 1. Once an election is made it shall continue for that calendar year unless revoked by written notice to the district's business office, and then only in accordance with the provisions of the IRS Code 125.
- B. The Board shall provide for members of the teaching staff a group life and accidental death insurance plan and assume full cost of such a plan.
 - 1. The Board shall provide for each member of the staff life and accidental death insurance coverage of \$25,000.
 - 2. Coverage under the group life and accidental death insurance plan shall begin at the same time of employment of each member of the teaching staff.
- C. The Board shall make provisions for payroll deductions for a tax-sheltered annuity as selected by the Association without obligation on its part. The Board shall provide a clerical service to deduct from the teacher's salary the amount authorized by the

individual teacher for transmission to the agent or agency selected by the Association in the manner and at the time authorized by the individual teacher. The Board of Education shall not be responsible for the receipt of the funds deducted and forwarded as authorized by the teacher.

- D. The Board shall provide for members of the teaching staff a salary continuation plan and assume the full cost of such plan as follows:
1. The salary continuation plan shall pay 60% of the employee's current annual salary at the time of disability, with a maximum of \$4,000 per month, with a waiting period of 150 calendar days.
 2. Coverage shall begin at the time of the employment of each member of the teaching staff and continue during the employment of said member in the district.
 3. It will be mandated that a staff member must deplete all his or her accumulated sick days before he or she will be placed on the coverage to receive benefits from the salary continuation plan.
 4. The Board shall assume the full cost of extending the existing health insurance plan to a tenured teacher while he is receiving benefits of this disability plan. The health insurance extension shall continue one year for each school year of teaching experience in the South Country School District to a maximum of seven (7) years.
- E. The Board shall assume the full cost of a dental plan for members of the teaching staff and dependents. The insurance coverage shall be the Paul Revere Reasonable & Customary Plan, or its equal in percentage allowances and reasonable and customary schedules.
- F. The Board shall provide and administer upon a teacher's request, payroll deductions for the repayment of loans to the New York State Teachers' Retirement System.
- G. If any teacher's employment with the District is terminated because his teaching position has been abolished, the District shall pay him a severance allowance equal to 1/40th (2 1/2%) of his current annual salary for each full year of his teaching service in the District, provided, however, that such allowance shall in no case be less than 2/40ths (5%) nor more than 15/40ths (37 1/2%) of his current annual salary. A terminated teacher otherwise eligible for a severance allowance shall not be entitled to receive such allowance if he is eligible for retirement and elects to retire and to receive the final year increment provided by Article VIII of this Agreement.
- H. Benefit Trust - Setup a future meeting with representatives of the District and the Association whereby more information can be discussed and shared on this subject.
- I. 403b/457 Tax Sheltered Annuity programs for retirement incentive and sick day buy back shall remain in effect.

In order to maximize the tax sheltering benefit to the members of the Bellport Teachers Association and to maximize the cost savings to the South Country Central School District, the parties agree that any retirement and/or separation incentive and final sick day buy backs shall be paid in the following manner:

The District shall make payment for any separation incentive and/or monetary benefit as a non-elective employer contribution to a 403(b) program that confirms it can accept the contribution in accordance with applicable Internal Revenue Code rules and regulations. Such payment shall be made to the 403(b) program no later than the second paycheck in July immediately following the member's effective date of separation from the District.

For Tier I members with a membership date in the NYSTRS prior to June 17, 1971:

The District will report the separation incentive and/or monetary benefit to the NYSTRS as a non-regular compensation for the purpose of calculating the member's final average salary.

In the event that the non-elective employer contribution separation incentive and/or monetary benefit exceed the permissible contribution limit as defined by the Internal Revenue Service, the District agrees to pay to the Tier I employee with a membership date in the TRS before June 17, 1971, any excess over the limit as compensation in a single lump sum. This payment shall be made no later than second paycheck in July immediately following the member's effective date of separation from the District.

For members with a membership date in the NYSTRS on or after June 17, 1971:

In the event that the non-elective employer contribution separation incentive and/or monetary benefit exceeds the permissible contribution limit in the year of retirement as defined by the Internal Revenue Service, the District agrees to pay the maximum allowed non-elective employer contribution on the first business day in the January immediately following the member's effective date of separation from the District. After making payment as per the above, any excess over the limit shall be paid as compensation in a lump sum. This payment shall be made no later than second paycheck in July, immediately following the member's effective date of separation from the District.

If a law, rule, or regulation is changed permitting members with a membership date in the NYSTRS on or after June 17, 1971, to calculate such earning into their final average salary, the District agrees to pay any excess over the applicable limit as defined by the Internal Revenue Code Rules and Regulations as compensation in a single lump sum or into the 403b in subsequent years. This payment shall be made no later than second paycheck in January immediately following the member's effective date of separation from the District.

ARTICLE XXIV

GRADUATE STUDY PROVISIONS

A. The District shall:

1. Provide for the receiving of credit on the salary schedule for all graduate courses taken at accredited colleges and universities after fifteen (15) hour blocks are completed. No stipulation or advance approval shall be required for education courses. Other courses shall require advance approval of the Superintendent. Course work that does not involve direct "seat time" at an accredited institution of higher education shall require prior approval by the Superintendent or designee.
2. Accept a grade average of 2.5 for each fifteen (15) credit hours submitted, based on a 4 point scale where A = 4, B = 3, and C = 2 points. In a pass/fail grading system a "Pass" grade shall be equated as 3.5 points.
3. Continue SCOPE membership for the duration of the contract.
4. SCOPE courses shall be applied at full credit basis toward and for advancement on the salary schedule, to the extent of eight credits per fifteen (15) graduate hours, provided the courses are related to the field of education.
5. A teacher may take all SCOPE, NYSUT, and South Country Teacher Center courses for in service credit. In addition, all district-sponsored courses in the teacher's area of certification will be granted for in service credit and do not need prior approval. Reading Council courses may be taken on an unlimited basis. No other course work can be duplicated. All other in service courses not in these categories need prior approval from the Personnel Office.
6. Internet courses and distance learning courses as well as video courses with seat time from accredited schools are acceptable for credit. (Course must meet criteria of in subject area, education, or prior approval).

- B. Effective July 1, 2012 and thereafter, irrespective of any contract provision, policy, or practice to the contrary, no teacher shall be permitted to move more than one (1) column (lane) during any 12 month period.

ARTICLE XXV

SPECIAL EDUCATION PROVISIONS

- A. The district will continue to comply with all laws of the State of New York and all binding regulations of the New York State Department of Education relating to the education of children who are emotionally disturbed or mentally retarded.
- B. When feasible, the district shall hire only certified teachers to teach any special class.
- C. The Building Principals, in cooperation with the teachers involved, and when the students can benefit from such programs, shall schedule classes for instruction in music, art, library, homemaking, industrial arts, physical education, and speech, whenever these courses are offered, to the same degree that they are offered to other classes in the district.
- D. The District shall provide an aide in each special class for a period of five (5) hours per day. The district shall not be required by contract to provide an aide in resource room classes.
- E. In order that the classroom teacher may arrange the program to give the fullest aid to those children with outstanding problems, specialists participating in screening children shall give a written and oral report to the child's teacher concerning the areas of the pupil's greatest needs. This would include perceptual, physical, neurological or emotional difficulties. Such a screening by specialists would precede the placement of any child in a special or learning disability class.
- F. Special Education teachers shall be provided a day early in the fall semester to schedule conferences with parents regarding the student's Individual Education Programs (IEP's). During the routine fall parent conference day, Special Education teachers shall be assigned to curriculum development.
- G. Testing for all new special education referrals shall not be the responsibility of the Special Education teacher.
- H. Special Education teachers shall participate in all regular Committee on the Handicapped meetings. Teachers shall not participate in extra sessions.

ARTICLE XXVI

DEPARTMENT CHAIRPERSON and COORDINATOR PROVISIONS

- A. Department Chairpersons and Coordinators are responsible for the duties outlined in their job description (See Appendix B), and shall receive the following benefits:
1. Annual compensation stipend is \$5,903 for 2008-2009 and 2009-2010; \$7,084 for 2010-2011; \$7,119 for 2011-2012; \$7,261 for 2012-2013; \$7,370 for 2013-2014; and \$7,481 for 2014/2015.
 2. In departments of ten (10) or more or responsible for three (3) or more departments, the Department Chairperson and/or Coordinator will have a 3/5 teaching load.
 3. In departments of less than ten (10), the Department Chairperson and/or Coordinator will have a 4/5 teaching load.
 4. Notwithstanding the foregoing provisions, any reduced teaching load for the Business, Guidance, Library, Music, and Reading Department Chairpersons and/or Coordinators may be given at the discretion of the District.
 5. Department chair positions begin filling these responsibilities on July 1 of the year of their appointment and end on June 30th of the next year.

ARTICLE XXVII

PARAPROFESSIONALS

Paraprofessionals are eligible only for provisions outlined below.

- A. Salary - Paraprofessionals will be paid at 70% of the Column and Step of this Agreement.
- B. Sick Days - Paraprofessionals shall receive ten (10) sick days annually, cumulative to thirty (30) days.
- C. Experience Credit - Paraprofessionals who are upgraded to a teaching position shall receive for salary purposes one-half year's experience for each year worked as a Paraprofessional.
- D. Substitute Service - Paraprofessionals may only be requested to substitute for the teacher to whom they are assigned and for no more than four (4) consecutive days at no extra remuneration.
- E. Job Description - A Paraprofessional shall be assigned work according to the agreed upon job description.
- F. Health Insurance - A Paraprofessional shall receive the health insurance plan in effect for teachers.
- G. Work Schedule - Paraprofessionals shall work a teacher calendar and a teacher day.
- H. Evaluation - A Paraprofessional will be evaluated by District Administrative Personnel and under no circumstances shall a member of a teacher bargaining unit have any participation in the evaluation of the Paraprofessional.
- I. Dues Deduction - See Article II
- J. Grievance Procedure - See Article IV
- K. Graduate Study Provisions - See Article XXIV
- L. Duties - Paraprofessionals shall not be assigned duties not assigned to teachers.

JOB DESCRIPTION

PARAPROFESSIONAL

QUALIFICATIONS

Bachelor's Degree with sufficient educational courses; a valid teacher certificate preferred

RESPONSIBLE TO

Building Principal

JOB GOAL

Assist the elementary teacher with the regular instructional program

RESPONSIBILITIES:

1. Plans, with the classroom teacher, to meet individual student needs, interests, and abilities of students.
2. Assists in creating a classroom environment conducive to learning and appropriate to the maturity and interests of students.
3. Assists the learning process toward the achievement of curriculum goals.
4. Employs methods and materials most appropriate for meeting stated objectives.
5. Encourages students to set and maintain standards of classroom behavior.
6. Employs a variety of techniques and media, consistent with the physical limitations of the location provided and the needs and capabilities of the individuals or student groups involved.
7. Strives to implement the district's philosophy of education and instructional goals and objectives.
8. Takes all necessary and reasonable precautions to protect students, equipment, materials, and facilities.
9. Assists in upholding and enforcing school rules, administrative regulations, and board policy.
10. Attendance and participation in faculty meetings are encouraged, not required.
11. Establishes and maintains cooperative relations with others.

ARTICLE XXVIII

EXTRA TEACHING SERVICES

Definition

Extra teaching service is recognized as regularly scheduled and sustained instructional service to children during hours that are clearly outside and beyond those hours of service rendered or required in the full exercise of professional teaching responsibilities. Such teaching involves substantial numbers of children and is exercised in connection with an approved program and work schedule. The class, activity, practice, or rehearsal, or other extra-curricular activity shall in the opinion of the principals and superintendent be instrumental in the worthwhile education of children. When a new position is approved, the Board of Education and the BTA shall negotiate the appropriate rate of pay. Personnel will be appointed to these positions for one school year and will be assigned at the beginning of each school year.

Determination of Club Stipends

The Superintendent or designee and the BTA president, Chief Negotiator, or the Association's designee will meet to determine which tier all existing clubs belong in and move those clubs to the appropriate level.

A) New Clubs - The Superintendent or designee and the BTA president, Chief Negotiator or their designee will meet to determine which tier the new club belongs, which in turn will determine the stipend to be paid.

B) Criteria:

1. Based on contact time outside the school day
2. Total hours involved in activity
3. Final product produced
4. Community involvement
5. Student involvement

Advisor and Coach Selection

Membership in the BTA will be given great weight in the selection of coaches and advisors.

Where possible, coaches will be selected from the building in which they teach.

Payment Schedule for Extra Teaching Services

Payment for these services will be made when the activities program is completed or terminate.

Brookhaven	\$3,285
Frank P. Long	\$3,285
Verne Critz	\$1,315
Kreamer	\$1,315

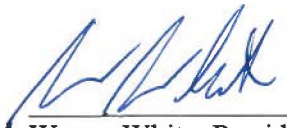
Money from the fund will be distributed as determined by the building principal to faculty of the building for extra teacher services performed outside the school day. This fund will not be used to fund any activity itemized for elementary schools in Article XXVIII.

EFFECTIVE DATES AND DURATION

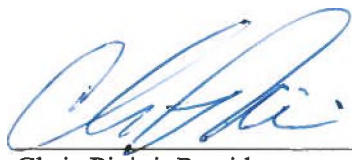
1. This agreement shall be effective as of July 1, 2008 and shall expire on June 30, 2015.
2. This agreement is the only written agreement between the parties and supersedes all other agreements previously entered into for the period of time set forth above.
3. The district will continue in effect all benefits and provisions of this agreement beyond the termination date of this agreement and until either a new agreement is reached or until the procedures for the resolution of disputes set forth in Section 209 of the Public Employee's Fair Employment Law have been exhausted, whichever occurs sooner.
4. If any provision of this agreement is or shall become contrary to law, then such provisions shall be deemed deleted from this agreement, but all other provisions shall continue in full force and effect.
5. The parties agree that each has exercised its right to bargain for any provisions it wished to be included in this contract. The parties further recognize and agree that as to every matter, a final decision as to which is reserved to the Board of Education hereunder, or as to which the Board specifically retains discretion hereunder, the Board continues to retain, whether exercised or not, the sole and unquestioned right to exercise in its discretion, its duties, powers, responsibilities and rights in the direction and management of the South Country Central School District, Town of Brookhaven. This clause shall not be interpreted so as to affect the rights granted by Article IV.

IN WITNESS WHEREOF, the parties hereto have set their hands and seals this ^{3rd} day of September, 2013.

SOUTH COUNTRY CENTRAL SCHOOL DISTRICT
Brookhaven Town
Suffolk County, New York



Wayne White, President
Bellport Teachers Association



Chris Picini, President
Board of Education
South Country Central School District

APPENDIX A

**SOUTH COUNTRY CENTRAL SCHOOL DISTRICT
East Patchogue, New York**

AGREEMENT TO PROVIDE HEALTH BENEFITS TO RETIREE

This is an agreement by and between the South Country Central School District and _____, a retiring employee of the school district.

For any teacher retiring September 1, 2000 through August 31, 2013, the school district agrees to pay 90% of the total cost of the premium option (individual/family) for health benefits for the retiree.

For any teacher retiring September 1, 2013 through August 31, 2014, the school district agrees to pay 87% of the total cost of the premium option (individual/family) for health benefits for the retiree.

For any teacher retiring September 1, 2014 and thereafter, the school district agrees to pay 85% of the total cost of the premium option (individual/family) for health benefits for the retiree.

The health insurance program covered by the agreement is the health insurance program in effect for active employees of the school district.

The school district specifically recognizes that said employee has relied upon the promise contained herein by the school district to pay the cost of benefits for said retiree pursuant to this agreement and his or her dependents enrolled in the Plan for the lifetime of said retiree.

If the retiree dies and leaves a surviving spouse, such spouse may maintain full participation rights in the existing health plan at no cost to the district.

It is further understood that upon said employee reaching the age of eligibility for Medicare that the health benefits herein shall be provided as co-insurance of the Medicare coverage.

By the signature which appears below, the school district acknowledges that this agreement has been adopted by a formal resolution of the Board of Education of the school district at a duly-constituted meeting.

Board of Education
South Country School District

By: _____
District Clerk

Date

APPENDIX B - DEPARTMENT CHAIRPERSON and COORDINATOR JOB DESCRIPTION

POSITION OVERVIEW:

The position of department chairperson is a leadership position designed to improve instruction within the subject department. It functions primarily as a service to teachers and pupils by creating and maintaining superior standards in teaching and learning. The chairperson induces needed change within the departments; coordinates instruction within the subject area; integrates instructional plans with other subjects and departments; establishes and maintains constructive working relations with principals or individuals responsible for any part of the instructional program.

The chairperson shall assist with the development, coordination, supervision, and evaluation of the assigned curricular area(s). The responsibilities of the chairperson encompass the roles that are unique to that curricular area as well as those defined and described in detail below. The chairperson shall assist the building principal in the proper functioning of the educational program.

Chairpersons are evaluated by the principal, Superintendent of Schools and/or his/her designated representative in central administration. Chairpersons are appointed annually by the Board of Education upon the recommendation of the Superintendent of Schools.

FUNCTIONAL RESPONSIBILITIES

Instructional Supervision

1. Observe, critique and evaluate staff members as required. Write supervisory reports and make recommendations to building administration.
2. Assist substitute teachers in their duties and make recommendations to building administrators concerning performance of substitute teachers.
3. Plan monthly building level department meetings and conduct meetings during the contractual day as necessary.
4. Assist the counseling staff with the evaluation and placement of students.

Curriculum and Staff Development

1. Take a leadership role in the development and revision of course(s) of study and the selection of supplies, equipment, and textbooks.
2. Encourage active involvement in specialized professional associations.
3. Keep professional staff and building administration informed of significant research in the appropriate field(s) of study.
4. Keep professional staff and building administration informed about trends in testing, state exams, and Regents regulations and curriculum development.
5. Coordinate the development of programs and course pre-requisites with building administration, the guidance chairperson and department chairpersons.

Educational Administration

1. Assist the building administration with the recruitment, interviewing and selection of department staff and long-term substitutes.
2. Assist the building administration with the scheduling and assignment of teachers' classroom responsibilities.
3. Prepare and distribute lists of supplies, equipment, and textbooks available within the department.
4. Provide for the pooling and sharing of instructional materials, resources, and ideas within the department.
5. Compile, evaluate, and exchange information about student needs, achievement, and program development.
6. Assist faculty, parents, and students with program goals and program selection.
7. Supply information as requested for administration to prepare state and federal reports. Assist in preparation of annual reports.
8. Plan and help with the implementation of school opening, mid-year changeover, and student schedule or program changes in consultation with building administration.
9. Assist building administration in projecting and planning future program needs.
10. Assist building administration with the development of teacher schedules with regard to the master schedule.
11. Be familiar with state regulations as they pertain to student progress, programs, evaluation, remediation, competency testing and placement, and graduation requirements.
12. Attend monthly cabinet meetings as needed.

Instructional Leadership

1. Arrange demonstration lessons and assist new teachers and/or student teachers (from time to time) with their course of instruction and any other problems they may encounter as may be appropriate (e.g. encourage peer coaching, etc.).
2. Assist staff members in the development of short-term and long-range lesson planning.
3. Assist building administration with the development and implementation of mid-year and final exam testing schedules. When needed, assist with the coordination of standardized and/or national testing programs and preparation of cohort reports.
4. Assist staff members in the development of classroom exams, mid-year exams, final exams, and other measures of pupil achievement with specific regard to content, grading practices, and curriculum.

5. Assist teachers with the planning of exhibits, field trips, and special events.
6. Make recommendations to the building administrators and librarians for the selection of educational media appropriate for the department.
7. Coordinate the development and maintenance of curriculum with the assistance of the department members.
8. Confer with parents and students to resolve questions concerning curriculum, grading, student placement, classroom instruction, and departmental procedures.
9. Supply information on the results of school, state and/or national testing programs to the appropriate Assistant Principal as it pertains to the department and appropriate staff members. Prepare a course of action to address any weaknesses.
10. Assist the Guidance Department in the development of remediation for those students who fail to meet the Regents requirements.
11. Plan for the development of computer applications in the department.
12. Coordinate, supervise, and develop student participation in local, state and national competitions.
13. Coordinate the development of and participation in programs that showcase student achievement in such areas as the following: arts festivals, musical programs, science fairs, technology fairs, career programs, and essay and art contests.

SUMMER WORK

Department Chairpersons will work the equivalent of one additional contractual workweek per summer. This includes time allotted for one joint HS/MS cabinet meeting. The exact distribution of hours will be determined by each individual Department Chairperson in consultation with the building principal. Department Chairpersons will be compensated at the contractual Curriculum Development rate for any meetings other than the aforementioned joint cabinet meeting held during the summer.

Summer work may include the following:

- textbook allocation
- distribution of supplies
- assistance in curriculum development
- assistance with teacher scheduling
- review of state results and grading procedures
- new teacher department introduction
- ordering of textbooks
- assistance with room assignments
- assistance with student placement
- handling of personnel issues: administrator/teacher/parent/student conferences
- organize/update department resource center
- assist with summer school curriculum
- inventory department resources
- distribute bid items
- consult with room repairs
- consult with technology placement
- consult with placement and maintenance of equipment
- assist in Departmental interviews

APPENDIX C - INDEX TABLE

	B	B+15	B+30	M (B+45)	M+15 (B+60)	M+30	M+45	M+60	M+75
1	1.000	1.055	1.110	1.165	1.220	1.275	1.330	1.385	1.440
2	1.055	1.110	1.165	1.220	1.275	1.330	1.385	1.440	1.495
3	1.110	1.165	1.220	1.275	1.330	1.385	1.440	1.495	1.550
4	1.165	1.220	1.275	1.330	1.385	1.440	1.495	1.550	1.605
5	1.220	1.275	1.330	1.385	1.440	1.495	1.550	1.605	1.660
6	1.275	1.330	1.385	1.440	1.495	1.550	1.605	1.660	1.715
7	1.330	1.385	1.440	1.495	1.550	1.605	1.660	1.715	1.770
8	1.385	1.440	1.495	1.550	1.605	1.660	1.715	1.770	1.825
9	1.440	1.495	1.550	1.605	1.660	1.715	1.770	1.825	1.880
10	1.495	1.550	1.605	1.660	1.715	1.770	1.825	1.880	1.935
11	1.550	1.605	1.660	1.715	1.770	1.825	1.880	1.935	1.990
12	1.605	1.660	1.715	1.775	1.830	1.885	1.940	1.995	2.050
13	1.660	1.715	1.770	1.835	1.890	1.945	2.000	2.055	2.110
14	1.715	1.770	1.825	1.895	1.950	2.005	2.060	2.115	2.170
15	1.770	1.825	1.880	1.955	2.010	2.065	2.120	2.175	2.230
16	1.825	1.880	1.935	2.015	2.070	2.125	2.180	2.235	2.290
17	1.880	1.935	1.990	2.075	2.130	2.185	2.240	2.295	2.350
18	1.935	1.990	2.045	2.135	2.190	2.245	2.300	2.355	2.410
19			2.100	2.195	2.250	2.305	2.360	2.415	2.470
20					2.310	2.365	2.420	2.475	2.530
21							2.480	2.535	2.590

APPENDIX D – Salary Schedule for 2008-09; 2009-10; and 2010-11

Step	B	B15	B30	M	M15	M30	M45	M60	M75
1	\$44,982	\$47,455	\$49,929	\$52,404	\$54,877	\$57,351	\$59,825	\$62,301	\$64,774
2	\$47,455	\$49,929	\$52,404	\$54,877	\$57,351	\$59,825	\$62,301	\$64,774	\$67,247
3	\$49,929	\$52,404	\$54,877	\$57,351	\$59,825	\$62,301	\$64,774	\$67,247	\$69,722
4	\$52,404	\$54,877	\$57,351	\$59,825	\$62,301	\$64,774	\$67,247	\$69,722	\$72,196
5	\$54,877	\$57,351	\$59,825	\$62,301	\$64,774	\$67,247	\$69,722	\$72,196	\$74,670
6	\$57,351	\$59,825	\$62,301	\$64,774	\$67,247	\$69,722	\$72,196	\$74,670	\$77,143
7	\$59,825	\$62,301	\$64,774	\$67,247	\$69,722	\$72,196	\$74,670	\$77,143	\$79,616
8	\$62,301	\$64,774	\$67,247	\$69,722	\$72,196	\$74,670	\$77,143	\$79,616	\$82,092
9	\$64,774	\$67,247	\$69,722	\$72,196	\$74,670	\$77,143	\$79,616	\$82,092	\$84,566
10	\$67,247	\$69,722	\$72,196	\$74,670	\$77,143	\$79,616	\$82,092	\$84,566	\$87,039
11	\$69,722	\$72,196	\$74,670	\$77,143	\$79,616	\$82,092	\$84,566	\$87,039	\$89,513
12	\$72,196	\$74,670	\$77,143	\$79,843	\$82,316	\$84,791	\$87,265	\$89,738	\$92,212
13	\$74,670	\$77,143	\$79,616	\$82,542	\$85,015	\$87,489	\$89,963	\$92,438	\$94,911
14	\$77,143	\$79,616	\$82,092	\$85,240	\$87,715	\$90,189	\$92,661	\$95,136	\$97,611
15	\$79,616	\$82,092	\$84,566	\$87,939	\$90,413	\$92,887	\$95,362	\$97,835	\$100,310
16	\$82,092	\$84,566	\$87,039	\$90,638	\$93,112	\$95,585	\$98,061	\$100,534	\$103,008
17	\$84,566	\$87,039	\$89,513	\$93,338	\$95,812	\$98,285	\$100,760	\$103,233	\$105,706
18	\$87,039	\$89,513	\$91,988	\$96,036	\$98,508	\$100,984	\$103,457	\$105,931	\$108,404
19			\$94,461	\$98,735	\$101,209	\$103,683	\$106,157	\$108,631	\$111,105
20					\$103,907	\$106,383	\$108,855	\$111,329	\$113,805
21							\$111,554	\$114,028	\$116,503

APPENDIX E - Salary Schedule 2011/2012

Step	B	M	M15	M30	M45	M60	M75
1	45207	52666	55151	57638	60124	62613	65098
2	47692	55151	57638	60124	62613	65098	67583
3	50179	57638	60124	62613	65098	67583	70071
4	52666	60124	62613	65098	67583	70071	72557
5	55151	62613	65098	67583	70071	72557	75043
6	57638	65098	67583	70071	72557	75043	77529
7	60124	67583	70071	72557	75043	77529	80014
8	62613	70071	72557	75043	77529	80014	82502
9	65098	72557	75043	77529	80014	82502	84989
10	67583	75043	77529	80014	82502	84989	87474
11	70071	77529	80014	82502	84989	87474	89961
12	72557	80242	82728	85215	87701	90187	92673
13	75043	82955	85440	87926	90413	92900	95386
14	77529	85666	88154	90640	93124	95612	98099
15	80014	88379	90865	93351	95839	98324	100812
16	82502	91091	93578	96063	98551	101037	103523
17	84989	93805	96291	98776	101264	103749	106235
18	87474	96516	99001	101489	103974	106461	108946
19		99229	101715	104201	106688	109174	111661
20			104427	106915	109399	111886	114374
21					112112	114598	117086

APPENDIX F- Salary 2012-2013

Step	B	M	M15	M30	M45	M60	M75
1	46111	53719	56254	58791	61326	63865	66400
2	48646	56254	58791	61326	63865	66400	68935
3	51183	58791	61326	63865	66400	68935	71472
4	53719	61326	63865	66400	68935	71472	74008
5	56254	63865	66400	68935	71472	74008	76544
6	58791	66400	68935	71472	74008	76544	79080
7	61326	68935	71472	74008	76544	79080	81614
8	63865	71472	74008	76544	79080	81614	84152
9	66400	74008	76544	79080	81614	84152	86689
10	68935	76544	79080	81614	84152	86689	89223
11	71472	79080	81614	84152	86689	89223	91760
12	74008	81847	84383	86919	89455	91991	94526
13	76544	84614	87149	89685	92221	94758	97294
14	79080	87379	89917	92453	94986	97524	100061
15	81614	90147	92682	95218	97756	100290	102828
16	84152	92913	95450	97984	100522	103058	105593
17	86689	95681	98217	100752	103289	105824	108360
18	89223	98446	100981	103519	106053	108590	111125
19		101214	103749	106285	108822	111357	113894
20			106516	109053	111587	114124	116661
21					114354	116890	119428

APPENDIX G - Salary 2013-2014

Step	B	M	M15	M30	M45	M60	M75
1	46803	54525	57098	59673	62246	64823	67396
2	49376	57098	59673	62246	64823	67396	69969
3	51951	59673	62246	64823	67396	69969	72544
4	54525	62246	64823	67396	69969	72544	75118
5	57098	64823	67396	69969	72544	75118	77692
6	59673	67396	69969	72544	75118	77692	80266
7	62246	69969	72544	75118	77692	80266	82838
8	64823	72544	75118	77692	80266	82838	85414
9	67396	75118	77692	80266	82838	85414	87989
10	69969	77692	80266	82838	85414	87989	90561
11	72544	80266	82838	85414	87989	90561	93136
12	75118	83075	85649	88223	90797	93371	95944
13	77692	85883	88456	91030	93604	96179	98753
14	80266	88690	91266	93840	96411	98987	101562
15	82838	91499	94072	96646	99222	101794	104370
16	85414	94307	96882	99454	102030	104604	107177
17	87989	97116	99690	102263	104838	107411	109985
18	90561	99923	102496	105072	107644	110219	112792
19		102732	105305	107879	110454	113027	115602
20			108114	110689	113261	115836	118411
21					116069	118643	121219

APPENDIX H - Salary 2014-2015

Step	B	M	M15	M30	M45	M60	M75
1	47505	55343	57954	60568	63180	65795	68407
2	50117	57954	60568	63180	65795	68407	71019
3	52730	60568	63180	65795	68407	71019	73632
4	55343	63180	65795	68407	71019	73632	76245
5	57954	65795	68407	71019	73632	76245	78857
6	60568	68407	71019	73632	76245	78857	81470
7	63180	71019	73632	76245	78857	81470	84081
8	65795	73632	76245	78857	81470	84081	86695
9	68407	76245	78857	81470	84081	86695	89309
10	71019	78857	81470	84081	86695	89309	91919
11	73632	81470	84081	86695	89309	91919	94533
12	76245	84321	86934	89546	92159	94772	97383
13	78857	87171	89783	92395	95008	97622	100234
14	81470	90020	92635	95248	97857	100472	103085
15	84081	92871	95483	98096	100710	103321	105936
16	86695	95722	98335	100946	103560	106173	108785
17	89309	98573	101185	103797	106411	109022	111635
18	91919	101422	104033	106648	109259	111872	114484
19		104273	106885	109497	112111	114722	117336
20			109736	112349	114960	117574	120187
21					117810	120423	123037

APPENDIX I – Club and Activity Stipends

HIGH SCHOOL	2008- 2011	2011/12 + .5%	2012/13 + 2%	2013/14 + 1.5%	2014/15 + 1.5%
4H Style	1623	1631	1664	1689	1714
9-19 Club Model Club	1027	1032	1053	1069	1085
Academic Decathlon Club	1623	1631	1664	1689	1714
Advertising & Publicity	2633	2646	2699	2739	2780
Athletes Helping Athletes	1623	1631	1664	1689	1714
Band Director (Memorial Day)	163	164	167	170	173
Center for Excellence Advisor	2633	2646	2699	2739	2780
Center for Excellence Asst. Advisor	2036	2046	2087	2118	2150
Central Treasurer (Clubs/Activities)	3409	3426	3495	3547	3600
Chamber Choir	3409	3426	3495	3547	3600
Chamber Orchestra	3409	3426	3495	3547	3600
Chamber Strings	3406	3426	3495	3547	3600
Chaperone	101	102	104	106	108
Chess Club	1623	1631	1664	1689	1714
Clarinet Choir	3409	3426	3495	3547	3600
Class Advisors (2 per grade)	2036	2046	2087	2118	2150
Clipper	3409	3426	3495	3547	3600
Computer Club	1623	1631	1664	1689	1714
DECA (FBLA)	1623	1631	1664	1689	1714
Drama Club	1623	1631	1664	1689	1714
Drama Costumes	2036	2046	2087	2118	2150
Drama Director	2633	2646	2699	2739	2780
Drama Producer	2633	2646	2699	2739	2780
Drama Set Construction	2036	2046	2087	2118	2150
Drama Set Design	2036	2046	2087	2118	2150
Drama/Musical/Variety Posters Club	1027	1032	1053	1069	1085
Fathom (Literary Club)	3409	3426	3495	3547	3600
Flute Choir	3409	3426	3495	3547	3600
French Club/Honor Society	1623	1631	1664	1689	1714
Future Teachers Club	1623	1631	1664	1689	1714
Gospel Choir	1623	1631	1664	1689	1714
History Club	1623	1631	1664	1689	1714
Interact/Rotary	1623	1631	1664	1689	1714
Italian Club/Honor Society	1623	1631	1664	1689	1714
Jazz Ensemble	3409	3426	3495	3547	3600
Key Club	1623	1631	1664	1689	1714
Lighting - Drama	1027	1032	1053	1069	1085
Lighting – Musical	1027	1032	1053	1069	1085
Lighting - Variety	1027	1032	1053	1069	1085
Log	3409	3426	3495	3547	3600
Math Club	1623	1631	1664	1689	1714
Math Honor Society	2036	2046	2087	2118	2150
Movers & Challengers	1623	1631	1664	1689	1714

Music Honor Society	2036	2046	2087	2118	2150
Music Honor Society Ass't	1623	1631	1664	1689	1714
Musical Accompanist	2036	2046	2087	2118	2150
Musical Choreographer	2036	2046	2087	2118	2150
Musical Costumes	2036	2046	2087	2118	2150
Musical Director	2633	2646	2699	2739	2780
Musical Orchestra Director	2036	2046	2087	2118	2150
Musical Producer	2633	2646	2699	2739	2780
Musical Set Construction	2036	2046	2087	2118	2150
Musical Set Design	2036	2046	2087	2118	2150
National Honor Society	2036	2046	2087	2118	2150
Outing/Cycling Club	1623	1631	1664	1689	1714
Partners in Science	1623	1631	1664	1689	1714
Peer Facilitator Advisor	1623	1631	1664	1689	1714
PEP Band Advisor	117	118	120	122	124
Percussion Ensemble	3409	3426	3495	3547	3600
Rooter's Bus Supervisor	117	118	120	122	124
SADD	1623	1631	1664	1689	1714
School Store	2036	2046	2087	2118	2150
Science Bowl	1623	1631	1664	1689	1714
Science Honor Society	2036	2046	2087	2118	2150
Scorekeeper/Timekeeper	101	102	104	106	108
SCSD Web Site	1623	1631	1664	1689	1714
SEQ Advisor	1623	1631	1664	1689	1714
Skiing Club	163	164	167	170	173
Sound - Drama	1027	1032	1053	1069	1085
Sound – Musical	1027	1032	1053	1069	1085
Sound - Variety	1027	1032	1053	1069	1085
Spanish Club/Honor Society	1623	1631	1664	1689	1714
Step Squad/Hip Hop	1623	1631	1664	1689	1714
Student Council Advisor	2633	2646	2699	2739	2780
Supv./Aft. @ NYSSMA	163	164	167	170	173
Supv./Att. @ Sports Day	216	217	221	224	227
Variety Accompanist/Conductor	2036	2046	2087	2118	2150
Variety Choreographer	2036	2046	2087	2118	2150
Variety Director	2633	2646	2699	2739	2780
Variety Producer	2633	2646	2699	2739	2780
Variety Show Set Construction	1623	1631	1664	1689	1714
Variety Show Set Design	1623	1631	1664	1689	1714
Variety Show-Costume Make-Up	1424	1431	1460	1482	1504
Variety Show-Script Writer	1223	1229	1254	1273	1292
Variety Vocal Director	2633	2646	2699	2739	2780
Vocal Director	2633	2646	2699	2739	2780
Weightlifting Club – Semester 1	2633	2646	2699	2739	2780
Weightlifting Club – Semester 2	2633	2646	2699	2739	2780
Weightlifting Club – Summer	-	-	2035	2065	2096
Writing Club/Inkwell	71	71	72	73	74

MIDDLE SCHOOL	2008-2011	2011/12 + .5%	2012/13 + 2%	2013/14 + 1.5%	2014/15 + 1.5%
Art Club	1623	1631	1664	1689	1714
Audio/Visual Advisor	2036	2046	2087	2118	2150
Band Director (Memorial Day)	163	164	167	170	173
Bicycle Club	1424	1431	1460	1482	1504
Central Treasurer	2036	2046	2087	2118	2150
Ceramics Club	1623	1631	1664	1689	1714
Chamber Orchestra	1424	1431	1460	1482	1504
Chaperone	101	102	104	106	108
Chess Club	1424	1431	1460	1482	1504
Clarinet Choir	1424	1431	1460	1482	1504
Computer Club	1623	1631	1664	1689	1714
Costumes/Materials Advisor	2036	2046	2087	2118	2150
Frequent Users Club	1424	1431	1460	1482	1504
Garden Advisor	995	1000	1020	1035	1051
Health Club	1623	1631	1664	1689	1714
History Club	1623	1631	1664	1689	1714
Home & Career Skills	2036	2046	2087	2118	2150
International Club (2 Advisors)	1424	1431	1460	1482	1504
Jazz Band	1424	1431	1460	1482	1504
Jazz Ensemble	2036	2046	2087	2118	2150
Junior Honor Society	2036	2046	2087	2118	2150
Just Say No	1623	1631	1664	1689	1714
Kickline	1424	1431	1460	1482	1504
Math Club	1623	1631	1664	1689	1714
Mock Trial	2036	2046	2087	2118	2150
MST Club	1424	1431	1460	1482	1504
Musical Accompanist	2036	2046	2087	2118	2150
Musical Choreographer	2036	2046	2087	2118	2150
Musical Director	2633	2646	2699	2739	2780
Musical Lighting	1623	1631	1664	1689	1714
Musical Producer	2633	2646	2699	2739	2780
Musical Set Construction	1623	1631	1664	1689	1714
Musical Set Design	1623	1631	1664	1689	1714
Musical Sound Design	997	997	997	1012	1027
Newspaper Advisor	2036	2046	2087	2118	2150
Peer Mediation	1424	1431	1460	1482	1504
Pom-Pom Girls	54	54	55	56	57
Renaissance	1424	1431	1460	1482	1504
Robotics	1623	1631	1664	1689	1714
Science Club	1623	1631	1664	1689	1714
Scorekeeper/Timekeeper	101	102	104	106	108
South Country Singers	1424	1431	1460	1482	1504
Spinnaker	2036	2046	2087	2118	2150
Step Squad	1623	1631	1664	1689	1714
Student Council	1623	1631	1664	1689	1714

Supvr./AtL @ NYSSMA	163	164	167	170	173
Supv./Att. @ Sports Day	216	217	221	224	227
Vocal Director	2633	2646	2699	2739	2780
Web Team	1424	1431	1460	1482	1504
Weightlifting Club	1623	1631	1664	1689	1714
Woodworking Club	1428	1435	1464	1486	1508
Yearbook Advisor	2036	2046	2087	2118	2150

FRANK P. LONG ACTIVITIES	2008-2011	2011/12 + .5%	2012/13 + 2%	2013/14 + 1.5%	2014/15 + 1.5%
Photo & Yearbook Club	1623	1631	1664	1689	1714
Student Council Advisor	2036	2046	2087	2118	2150
Enrichment	52	52	53	54	55
Supv./Att. @ Sports Day	216	217	221	224	227

APPENDIX J – Athletic Stipends

BOYS ACTIVITIES	2008-2011	2011/12 + .5%	2012/13 + 2%	2013/14 + 1.5%	2014/15 + 1.5%
Baseball - Grade 9	3337	3354	3421	3472	3524
Baseball - Grades 7-8	2827	2841	2898	2941	2985
Baseball – JV	4663	4686	4780	4852	4925
Baseball - Varsity	6186	6217	6341	6436	6533
Baseball - Asst. Varsity	4764	4788	4884	4957	5031
Basketball - Grade 9	3738	3757	3832	3889	3947
Basketball - Grades 7-8 (2 teams)	3240	3256	3321	3371	3422
Basketball – JV	4663	4686	4780	4852	4925
Basketball - Varsity	6784	6818	6954	7058	7164
Bowling	3738	3757	3832	3889	3947
Cross Country. - Grades 7-8-9	3023	3038	3099	3145	3192
Cross Country. - Varsity	5306	5333	5440	5522	5605
Football - Asst. Varsity (4)	5161	5187	5291	5370	5451
Football - Grade 9 (2)	4252	4273	4358	4423	4489
Football - Grades 7-8 (2 teams)	3729	3748	3823	3880	3938
Football - Head Coach	7293	7329	7476	7588	7702
Football - JV (3)	4861	4885	4983	5058	5134
Golf - JV	2729	2743	2798	2840	2883
Golf - Varsity	3738	3757	3832	3889	3947
Gymnastics - Asst. Varsity	4049	4069	4150	4212	4275
Gymnastics - Grades 7-8	3141	3157	3220	3268	3317
Gymnastics - Varsity	5573	5601	5713	5799	5886
Lacrosse - Asst. Varsity	4764	4788	4884	4957	5031
Lacrosse - Grade 9	3337	3354	3421	3472	3524
Lacrosse - Grades 7-8	2829	2843	2900	2944	2988
Lacrosse - JV	4663	4686	4780	4852	4925
Lacrosse - Varsity	6186	6217	6341	6436	6533
Soccer - Grade 9	3597	3615	3687	3742	3798
Soccer - Grades 7-8	3141	3157	3220	3268	3317
Soccer - JV	4049	4069	4150	4212	4275
Soccer - Varsity	5573	5601	5713	5799	5886
Tennis - JV	2729	2743	2798	2840	2883
Tennis - Varsity	4151	4172	4255	4319	4384
Track - Asst. Varsity	4214	4235	4320	4385	4451
Track - Asst. Varsity -Winter	4214	4235	4320	4385	4451
Track - Grade 9	3141	3157	3220	3268	3317
Track - Grades 7-8	2829	2843	2900	2944	2988
Track - Varsity	6186	6217	6341	6436	6533
Track - Varsity – Winter	6186	6217	6341	6436	6533
Wrestling - Grade 9	3738	3757	3832	3889	3947
Wrestling - Grades 7-8	3240	3256	3321	3371	3422
Wrestling - JV	4663	4686	4780	4852	4925
Wrestling - Varsity	6783	6817	6953	7057	7163

GIRLS ACTIVITIES	2008-2011	2011/12 + 5%	2012/13 + 2%	2013/14 + 1.5%	2014/15 + 1.5%
Basketball - Grade 9	3738	3757	3832	3889	3947
Basketball - Grades 7-8 (2 teams)	3240	3256	3321	3371	3422
Basketball - JV	4663	4686	4780	4852	4925
Basketball - Varsity	6784	6818	6954	7058	7164
Bowling	3738	3757	3832	3889	3947
Cheerleading - MS	-	3523	3593	3647	3702
Cheerleading - Grade 9	3505	3523	3593	3647	3702
Cheerleading - JV	5623	5651	5764	5850	5938
Cheerleading - Varsity	7823	7862	8019	8139	8261
Clipperette Drill Team (Dance Team)	-	-	-	8019	8139
Cross Country	5306	5333	5440	5522	5605
Cross Country	5306	5333	5440	5522	5605
Golf – Varsity	3738	3757	3832	3889	3947
Lacrosse – Grades 7-8	2829	2843	2900	2944	2988
Lacrosse - JV	4663	4686	4780	4852	4925
Lacrosse - Asst. Varsity	4764	4788	4884	4957	5031
Lacrosse - Varsity	6186	6217	6341	6436	6533
Soccer - Grades 7-8	3141	3157	3220	3268	3317
Soccer - JV	4049	4069	4150	4212	4275
Soccer - Varsity	5573	5601	5713	5799	5886
Softball - Grades 7-8	2829	2843	2900	2944	2988
Softball - JV	4663	4686	4780	4852	4925
Softball -Varsity	6186	6217	6341	6436	6533
Tennis - JV	2729	2743	2798	2840	2883
Tennis - Varsity	4151	4172	4255	4319	4384
Track - Asst. Varsity	4214	4235	4320	4385	4451
Track - Asst. Varsity Winter	4214	4235	4320	4385	4451
Track - Grades 7-8	2829	2843	2900	2944	2988
Track - Varsity	6186	6217	6341	6436	6533
Track - Varsity – Winter	6186	6217	6341	6436	6533
Volleyball - Grades 7-8 (2 teams)	3240	3256	3321	3371	3422
Volleyball – JV	4663	4686	4780	4852	4925
Volleyball - Varsity	6784	6818	6954	7058	7164

INTRAMURALS per session	54	54	55	56	57
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	High School	Middle School	Frank P. Long
FALL	40 Sessions	100 Sessions	20 Session
EARLY WINTER	32 “	32 “	15 “
LATE WINTER	32 “	32 “	15 “
SPRING	40 “	100 “	20 “

MISCELLANEOUS STIPENDS:

Activity	2008-2011	2011-12	2012-13	2013-14	2014-15
After School Detention	\$ 47.00	\$ 47.00	\$ 48.00	\$ 49.00	\$ 50.00
After School ESL	\$ 44.00	\$ 44.00	\$ 45.00	\$ 46.00	\$ 47.00
After School Math	\$ 58.00	\$ 58.00	\$ 59.00	\$ 60.00	\$ 61.00
AP Stipend (hourly/up to 35)	\$ 48.00	\$ 48.00	\$ 49.00	\$ 50.00	\$ 51.00
Assessment Prep Instructor	\$ 52.00	\$ 52.00	\$ 53.00	\$ 54.00	\$ 55.00
Cafeteria Duty	\$ 4,709.00	\$ 4,709.00	\$ 4,803.00	\$ 4,875.00	\$ 4,948.00
Chains	\$ 102.00	\$ 102.00	\$ 104.00	\$ 106.00	\$ 108.00
Chaperoning	\$ 102.00	\$ 102.00	\$ 104.00	\$ 106.00	\$ 108.00
Checkpoint A or B	\$ 58.00	\$ 58.00	\$ 59.00	\$ 60.00	\$ 61.00
Chinese 360 lab	\$ 47.00	\$ 47.00	\$ 48.00	\$ 49.00	\$ 50.00
CPR/AED Training	\$ 55.41	\$ 55.41	\$ 56.00	\$ 57.00	\$ 58.00
Credit Recovery	\$ 55.00	\$ 55.00	\$ 56.00	\$ 57.00	\$ 58.00
Curriculum	\$ 48.00	\$ 48.00	\$ 49.00	\$ 50.00	\$ 51.00
EMT	\$ 102.00	\$ 102.00	\$ 104.00	\$ 106.00	\$ 108.00
Filming	\$ 102.00	\$ 102.00	\$ 104.00	\$ 106.00	\$ 108.00
Home Tutoring	\$ 44.00	\$ 44.00	\$ 45.00	\$ 46.00	\$ 47.00
Homework Clinic	\$ 44.00	\$ 44.00	\$ 45.00	\$ 46.00	\$ 47.00
Lab Make-up (per period)	\$ 66.00	\$ 66.00	\$ 67.00	\$ 68.00	\$ 69.00
Long Island String Festival	\$ 165.00	\$ 165.00	\$ 168.00	\$ 171.00	\$ 174.00
Math Olympiad	\$ 52.00	\$ 52.00	\$ 53.00	\$ 54.00	\$ 55.00
Math Prep Workshop	\$ 58.00	\$ 58.00	\$ 59.00	\$ 60.00	\$ 61.00
Mentoring	\$ 1,623.00	\$ 1,623.00	\$ 1,655.00	\$ 1,680.00	\$ 1,705.00
Mentoring Coordinator	\$ 2,704.00	\$ 2,704.00	\$ 2,758.00	\$ 2,799.00	\$ 2,841.00
Music Festival	\$ 165.00	\$ 165.00	\$ 168.00	\$ 171.00	\$ 174.00
NYSSMA	\$ 165.00	\$ 165.00	\$ 168.00	\$ 171.00	\$ 174.00
Proctoring	\$ 25.25	\$ 25.25	\$ 26.00	\$ 26.00	\$ 27.00
RCT	\$ 58.00	\$ 58.00	\$ 59.00	\$ 60.00	\$ 61.00
Regents Review	\$ 58.00	\$ 58.00	\$ 59.00	\$ 60.00	\$ 61.00
Regents Scoring	\$ 25.38	\$ 25.38	\$ 26.00	\$ 26.00	\$ 27.00
School Improvement Team	\$ 48.00	\$ 48.00	\$ 49.00	\$ 50.00	\$ 51.00
Scorekeeper	\$ 102.00	\$ 102.00	\$ 104.00	\$ 106.00	\$ 108.00
Sportsday	\$ 217.00	\$ 217.00	\$ 221.00	\$ 224.00	\$ 228.00
Study Center	\$ 44.00	\$ 44.00	\$ 45.00	\$ 46.00	\$ 47.00
Timer	\$ 102.00	\$ 102.00	\$ 104.00	\$ 106.00	\$ 108.00

APPENDIX K - Teacher Evaluation Forms

SOUTH COUNTRY CENTRAL SCHOOL DISTRICT East Patchogue, New York

Teacher Observation No. _____ Teacher Name: _____
Date: _____

Lesson Observed: _____ Grade: _____
Room: _____

Building: _____ Observer: _____

CLASSROOM ENVIRONMENT:

SUBJECT MATTER PRESENTATION:

PUPIL ACTIVITIES AND PARTICIPATION:

EVIDENCE OF GOOD PLANNING:

TEACHING EFFECTIVENESS:

FURTHER COMMENTS - CLASSROOM EVALUATION:

FURTHER COMMENTS - OVERALL TEACHER EFFECTIVENESS:

TEACHER COMMENTS:

A conference was held between _____ and _____ following the lesson.

Signature of Teacher _____ Date _____

Signature of Evaluator _____ Date _____

the opportunity to discuss it with my principal. My signature does not necessarily mean I agree with the report.

_____ Signature of Teacher	_____ Date
_____ Signature of Observer	_____ Date
_____ Signature of Principal (if not the observer)	_____ Date

SOUTH COUNTRY CENTRAL SCHOOL DISTRICT

TEACHER OBSERVATION

Teacher Observation No. _____ Teacher: _____ Date: _____
 Lesson Observed: _____ Room: _____ Grade: _____
 Building: _____ Period: _____ Observer: _____

HE= Highly Effective (4); E= Effective (3); D=Developing (2); I=Ineffective (0)

**An ineffective or developing rating in any subcomponent within a domain must be supported by specific, complete, and accurate evidence and/or facts to be provided by the evaluator.*

Objective Narrative of the Lesson Observed:

I. Planning and Preparation:

- a. Lesson showed evidence of core standards.
- b. Lesson was developmentally appropriate.
- c. Lesson met the diverse learning needs of students.

	H	E	D	I
A				
B				
C				

COMMENTS:

II. Knowledge of Content and Instructional Planning

- a. Lesson was well-planned and contained essential elements (i.e.-lesson objective, anticipatory set, input, modeling, check for understanding, guided practice, independent practice, and closure).

	H	E	D	I
A				

COMMENTS:

III. Instructional Practice

- a. Articulated objectives.
- b. Maximized use of instructional time
- c. Executed the elements of effective lesson plan.
- d. Used multiple modes of instruction to promote active learning.
- e. Posed higher-order questions.
- f. Demonstrated flexibility based on students' needs.

	H	E	D	I
A				
B				
C				
D				
E				
F				

COMMENTS:

IV. Learning Environment

- a. Teacher created a mutually respectful, safe and supportive learning environment.
- b. Demonstrated sensitivity to all cultures/ethnicities.
- c. Established standards of conduct were clear to students and teacher response to misbehavior was effective.
- d. Feedback to students was constructive
- e. Establishes high expectations.

	H	E	D	I
A				
B				
C				
D				
E				

COMMENTS:

V. Assessment for Student Learning

- a. Student assessment aligned with objectives.
- b. Students demonstrated an understanding of the lesson through verbal and/or written response.
- c. Teacher attended to student questions/comments during lesson.
- d. Implements accommodations and modifications.

	H	E	D	I
A				
B				
C				
D				

COMMENTS:

A post-observation conference was held between _____ and _____ on _____ at _____.

POST-OBSERVATION COMMENTS/RECOMMENDATIONS/COMMENDATIONS (if needed):

OVERALL LESSON

_____ Highly Effective _____ Effective _____ Developing _____ Ineffective

Highly Effective	66-76
Effective	47-65
Developing	36-46
Ineffective	0-35

TEACHER COMMENTS:

I have reviewed this report and I have been given the opportunity to discuss it with my principal. My signature does not necessarily mean I agree with the report.

Signature of Teacher

Date

Signature of Observer

Date

Signature of Principal (if not the observer)

Date

**SOUTH COUNTRY CENTRAL SCHOOL DISTRICT
INFORMAL OBSERVATION**

Teacher: _____ Date: _____
 Lesson Observed: _____ Room: _____ Grade: _____
 Building: _____ Period: _____ Observer: _____

Instructor models instructional tasks when appropriate.

☐ Yes ☐ No ☐ Unable to determine

Instructor provides explicit instruction.

☐ Yes ☐ No ☐ Unable to determine

Instructor engages students in meaningful interactions with language during lesson.

☐ Yes ☐ No ☐ Unable to determine

Instructor provides multiple opportunities for students to practice instructional tasks.

☐ Yes ☐ No ☐ Unable to determine

Instructor provides corrective feedback after initial student responses.

☐ Yes ☐ No ☐ Unable to determine

Instructor encourages student effort.

☐ Yes ☐ No ☐ Unable to determine

Students are engaged in the lesson during teacher-led instruction.

☐ Yes ☐ No ☐ Unable to determine

Students are engaged in the lesson during independent work.

☐ Yes ☐ No ☐ Unable to determine

Students are successful completing activities at a high criterion level of performance.

☐ Yes ☐ No ☐ Unable to determine

Comments (if needed):

Teacher Comments (if needed):

I have reviewed this report and I have been given the opportunity to discuss it with my principal. My signature does not necessarily mean I agree with the report.

Signature of Teacher

Date

Signature of Observer

Date

Signature of Principal (if not the observer)

Date

SOUTH COUNTRY CENTRAL SCHOOL DISTRICT
East Patchogue, NY
Annual Professional Performance Review

Teacher Name: _____

Date: _____

Building: _____

Evaluator: _____

I. **ATTENDANCE DATA:** Number of Absences: ____ Sickness: ____ Personal: ____
 Number of Latenesses: ____

II. **COMMENTS ON ATTENDANCE IF NECESSARY**

Normal Annual Review of Teacher Performance This form is used to evaluate the performance of teachers who are employed in the South Country Central School District. It is designed to provide a fair and equitable evaluation of the teacher's performance based on the following criteria:					
Standard 1: Professionalism and Ethics Teachers shall demonstrate high ethical standards and professional behavior. They shall be fair, honest, and objective in their evaluation of students and colleagues. They shall maintain confidentiality of student information and shall not discriminate on the basis of race, ethnicity, gender, or religion.		Standard 2: Instructional Practice Teachers shall use a variety of instructional strategies and materials to meet the needs of all students. They shall use assessment to monitor student learning and adjust instruction accordingly. They shall use technology to enhance instruction.		Standard 3: Professional Development Teachers shall engage in ongoing professional development to stay current in their field. They shall collaborate with colleagues and share best practices. They shall participate in district and state-level activities.	
Rating	Exceeds Expectations	Meets Expectations	Approaches Expectations	Does Not Meet Expectations	Comments
Creates developmentally appropriate lessons	Teacher creates lesson plans that are appropriate to the developmental needs of students and meet the student learning differences and needs of each individual student.	Teacher creates lesson plans that are appropriate to the developmental needs of students and meet the student learning differences and needs of groups of students.	Teacher creates lesson plans that are generally appropriate to the developmental needs of students and meet the student learning needs of groups of students.	Teacher does not create lessons that are developmentally appropriate or that address individual student learning needs.	
Uses strategies to support learning	Teacher designs lessons to include several instructional strategies that support the learning of each student. Teacher is able to adjust instruction by adapting and/or adding strategies to meet the needs of specific students. Students suggest specific strategies that help them achieve the outcomes of the lesson and teacher supports the students' suggestions.	Teacher designs lessons to include several instructional strategies that support learning. Teacher is able to adjust instruction by adapting and/or adding strategies to meet the needs of specific students.	Teacher designs lessons to include some instructional strategies that support the learning of some students. Teacher is able to adjust instruction by implementing one or two additional strategies.	Teacher designs lessons with few strategies that support student learning. Teacher does not adjust instruction.	
Meets diverse learning needs of all students	Teacher varies or modifies instruction to meet the diverse learning needs of each student. Students suggest ways in which the lesson might be modified to advance their own learning and teacher acknowledges the suggestion.	Teacher varies or modifies instruction to meet the diverse learning needs of most students.	Teacher varies or modifies instruction to meet the diverse learning needs of some students.	Teacher does not vary or modify instruction to meet diverse learning needs of students.	
COMMENTS: _____					

Standard 1: Knowledge of Content and Pedagogy	Standard 2: Understanding of Learning and Development	Standard 3: Instructional Planning	Standard 4: Instructional Delivery	Standard 5: Assessment and Evaluation	Points
Incorporates learning standards in instructional planning	Teacher incorporates the learning standards, relates standards to one another, and connects them to 21st Century skills.	Teacher incorporates the learning standards and relates standards to one another.	Teacher has a minimal incorporation of the learning standards.	Teacher does not incorporate the learning standards.	
Incorporates individual and collaborative critical thinking and problem solving	Teacher provides on-going opportunities for students to engage in individual and group learning that align with 21st Century Skills. The teacher models and encourages effective use of interpersonal skills to build student capacity for collaboration.	Teacher provides frequent opportunities for students to engage in individual and group learning that align with 21st Century Skills. The teacher models effective interpersonal skills.	Teacher provides occasional opportunities for students to engage in individual and group learning.	Teacher does not provide opportunities for students to engage in individual and group learning.	
Designs instruction to meet diverse learning needs of students	Teacher is highly skilled in designing instruction based on students' diverse needs.	Teacher designs instruction based on students' diverse needs consistently.	Teacher attempts to design instruction based on students' diverse needs.	Teacher is not alert to students' diverse needs.	
Designs instruction based on student data	Teacher consistently uses student data when planning instruction.	Teacher regularly uses students' data when planning instruction.	Teacher occasionally uses student data when planning instruction.	Teacher does not use student data when planning instruction.	
Incorporates technology	Teacher regularly incorporates available technology in lessons to enhance student learning. Technology is used to support complex understanding of subject matter.	Teacher regularly incorporates available technology in lessons to enhance student learning. Technology is used to extend and apply learning in the lesson beyond communication and completion of classroom assignments.	Teacher occasionally incorporates available technology in lessons to enhance student learning or technology is used for communication and relatively rote activities.	Teacher does not understand how technology can enhance student learning or chooses not to use technology even when aware of the benefits.	
Selects materials and resources	Teacher selects a variety of curricular materials and resources that align with student learning standards. Teacher regularly adapts materials to meet diverse learning needs and seeks out additional materials and resources to support student learning.	Teacher selects curricular materials and resources that align with student learning standards. Teacher regularly adapts materials and resources to meet diverse learning needs.	Teacher selects curricular materials and resources that align with student learning standards. Teacher occasionally adapts materials and resources to meet diverse learning needs.	Teacher is unaware of curricular materials and resources that align with student learning standards or is aware but chooses not to use or adapt materials and resources to meet diverse learning needs.	
Total					

Standards	Exemplary	Proficient	Developing	Beginning	Not Rated
Use of Instructional Time	Teacher maximizes use of instructional time.	Teacher uses instructional time effectively.	Teacher uses some instructional time effectively.	Teacher does not use instructional time effectively.	
Align and articulate objectives/goals with learning standards	Teacher implements and articulates all learning experiences that are aligned with learning standards.	Teacher implements and articulates most learning experiences that are aligned with learning standards.	Teacher implements and articulates some learning experiences that are aligned with learning standards.	Teacher does not implement and articulate learning experiences that are aligned with learning standards.	
Engage students	Teacher's instructional practices consistently engage students.	Teacher's instructional practices regularly engage students.	Teacher's instructional practices rarely engage students.	Teacher's instructional practices do not engage students.	
Provides directions and procedures	Teacher directions and procedures are clear, complete, and anticipate possible student misunderstanding. Teacher adjusts explanations to meet the needs of individual students.	Teacher directions and procedures are clear to students. Teacher adjusts explanations to meet student needs.	Teacher directions and procedures are clarified after initial student confusion. Teacher attempts to adjust explanations to meet student needs.	Teacher directions and procedures are confusing to students. Teacher does not adjust explanation to meet student needs.	
Uses questioning techniques	Teacher's questions are open in nature and challenge students to think and demonstrate reasoning. Students formulate many questions to advance their understanding.	Most of teacher's questions are open in nature and engage students in deeper thinking and further discussion.	Teacher's questions are a combination of open and closed questions. Some questions invite a thoughtful response and/or further discussion.	Teacher's questions are largely closed in nature. Questions do not invite a thoughtful response or further discussion.	
Implements strategies for mastery of learning outcomes	Teacher seamlessly incorporates instructional approaches and technologies to allow students to demonstrate mastery of learning outcomes. Students suggest instructional strategies that will help them demonstrate their own learning.	Teacher incorporates instructional approaches and technologies to allow students to demonstrate mastery of learning outcomes.	Teacher attempts to incorporate instructional approaches and technologies to allow students to demonstrate mastery of learning outcomes, with partially successful results.	Teacher adheres rigidly to an instructional approach, even when a change is clearly needed to allow students to demonstrate mastery of learning outcomes.	
Uses formative assessment	Teacher always uses formative assessment to immediately inform instruction. Teacher monitors the progress of individual students and uses a variety of formative assessments to adjust and differentiate instruction to meet individual needs.	Teacher frequently uses formative assessment to immediately inform instruction. Teacher monitors the progress of students, using assessment data.	Teacher occasionally uses formative assessment. Teacher monitors student learning unevenly.	Teacher does not use formative assessment during instruction and does not monitor student learning.	

Effective Learning Environment					
Indicator	Exemplary	Proficient	Developing	Beginning	Not Observed
Interactions with student	Teacher-student interactions reflect genuine respect, caring, and cultural understanding for individuals as well as groups of students. Teacher creates a safe learning environment where all students feel accepted and free taking learning risks.	Teacher-student interactions demonstrate general caring and respect. Interactions are appropriate to the ages and cultures of the students. Teacher creates a safe learning environment where students feel accepted and free taking learning risks.	Teacher-student interactions are generally appropriate but may reflect occasional inconsistencies, favoritism, or disregard for students' cultures. Only some students feel accepted and free to take learning risks.	Teacher interaction with at least some students is inappropriate to the age or culture of the students. The classroom climate is not conducive to feeling accepted or free to take learning risks.	
Reinforces positive interactions among students	Teacher ensures that students demonstrate respect for one another.	Teacher ensures that student interactions are generally polite and respectful. Such interactions are appropriate to the age and cultures of the students.	Teacher inconsistently addresses inappropriate student interaction.	Teacher does not address student interactions that are inappropriate and disrespectful.	
Establishes high expectations for student achievement	Teacher articulates high expectations for all students, and differentiates instruction to ensure that all students meet the expectations.	Teacher articulates high expectations for all students.	Teacher articulates high expectations for some students.	Teacher articulates low expectations for most or all students.	
Provides feedback during and after instruction	Teacher's feedback to students is timely, frequent, and relevant. Feedback consistently advances student learning. Students make use of the feedback in their learning.	Teacher's feedback to students is timely, frequent, and relevant. Feedback frequently advances student learning.	Teacher's feedback to students is inconsistent in timeliness, frequency and/or relevance. Feedback inconsistently advances student learning.	Teacher's feedback to students is limited, infrequent and/or irrelevant.	
Establishes expectations for student behavior	The teacher and students have established standards of conduct. They are clear to all students and appear to be internalized.	The teacher has established standards of conduct and they are clear to all students.	The teacher has established standards of conduct, and most students seem to understand them.	The teacher has not established standards of conduct, or students are confused by the standards.	
Establishes routines, procedures, and transitions	Teacher's routines, procedures, and transitions are seamless, with students assuming responsibility in ensuring their efficient operation.	Teacher's routines, procedures, and transitions occur smoothly, with little loss of instructional time. Students assume some responsibility under teacher direction.	The teacher's routines, procedures, and transitions are somewhat efficient, resulting in some loss of instructional time.	The teacher's routines, procedures and transitions are chaotic with much instructional time being lost between activities or lesson segments.	
Adjusts pacing	Teacher uses student progress to immediately adjust the pace, focus, or delivery of instruction. Students self-assess progress and suggest adjustments to instruction.	Teacher uses student progress to immediately adjust the pace, focus, or delivery of instruction.	Teacher occasionally uses student progress to adjust the pace, focus, or delivery of instruction.	Teacher does not use student progress to adjust the pace, focus, or delivery of instruction.	

SPED 400/405 - Teacher Performance Indicators					
Indicator	Exceeds Expectations	Meets Expectations	Approaches Expectations	Does Not Meet Expectations	Rating
Implements accommodations and modifications	Teacher consistently implements required assessment accommodations and/or modifications. Teacher works with specialists as necessary to ensure accommodations and/or modifications to meet students' needs.	Teacher consistently implements required assessment accommodations and/or modifications.	Teacher inconsistently implements required assessment accommodations and/or modifications.	Teacher does not implement required assessment accommodations and/or modifications.	
Engages students in self-assessment	Teacher regularly engages students in self-assessment of their learning goals, strategies, and outcomes and suggests next steps for achieving the learning goals.	Teacher frequently engages students in self-assessment of their learning goals, strategies, and outcomes.	Teacher occasionally engages students in self-assessment of their learning goals, strategies, and outcomes.	Teacher does not engage students in self-assessment of their learning goals, strategies, and outcomes.	
Assessment Techniques	Consistently uses a variety of appropriate assessment techniques to measure learning goals.	Uses many appropriate assessment techniques to measure learning goals.	Uses a few appropriate assessment techniques to measure learning goals.	Does not use appropriate assessment techniques to measure learning goals.	
Comments:					
SPED 400/405 - Teacher Performance Indicators					
Indicator	Exceeds Expectations	Meets Expectations	Approaches Expectations	Does Not Meet Expectations	Rating
Work with colleagues	Consistently works collaboratively with colleagues.	Often works collaboratively.	Sometimes works collaboratively with colleagues.	Does not work collaboratively with colleagues.	
Communication with parents	Provides ongoing information to parents, as appropriate, about programs or student progress.	Provides frequent information to parents, as appropriate, about programs or student progress.	Provides some information to parents about programs or student progress.	Provides little or no information to parents about programs or student progress.	
Professional development	Seeks out opportunities for professional development and applies new skills in the classroom.	Seeks out opportunities for professional development to enhance content knowledge and skills.	Participates in professional activities to limited extent.	Engages in no professional development activities to enhance professional knowledge and skills.	
Comments:					

Engages in professional growth	Teacher regularly seeks out and engages in opportunities for professional growth and development. Teacher provides professional development and/or support for others.	Teacher regularly engages in opportunities for professional growth and development.	Teacher occasionally engages in opportunities for professional growth and development.	Teacher does not engage in opportunities for professional growth and development.	
Collaborates	Teacher actively and consistently collaborates with peers to improve professional practice. Teacher assumes leadership roles and works to improve practice on the team.	Teacher regularly collaborates with peers to improve professional practice.	Teacher inconsistently collaborates with peers to improve professional practice.	Teacher does not collaborate with peers or interactions are negative.	
					Total Points
EVALUATOR'S SUMMATIVE REVIEW:					
TEACHER COMMENTS:					

Signature of Teacher _____

Date _____

Signature of Evaluator _____

Date _____